





**For Reference**

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# NORTHEASTERN UNIVERSITY

316 HUNTINGTON AVENUE

BOSTON, MASS.



SCHOOL OF ENGINEERING  
SCHOOL OF BUSINESS ADMINISTRATION  
SCHOOL OF LAW  
SCHOOL OF BUSINESS



LINCOLN INSTITUTE  
LINCOLN SCHOOL OF LIBERAL ARTS  
LINCOLN PREPARATORY SCHOOL



HUNTINGTON SCHOOL FOR BOYS



This book is a combined catalogue of all of the  
schools conducted by Northeastern University.







# Northeastern University

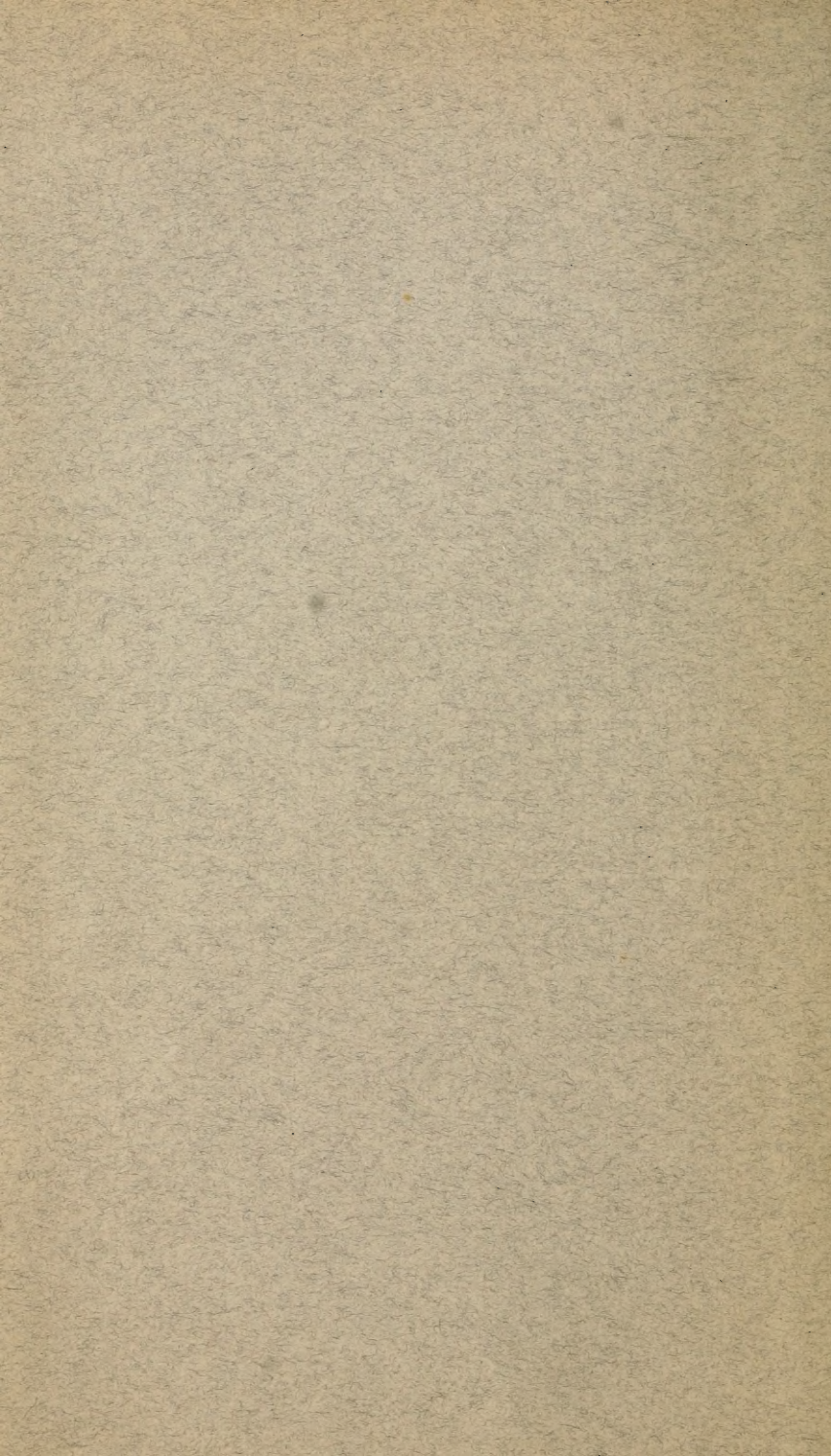
DAY DIVISION

SCHOOL OF  
**ENGINEERING**

1931-1932



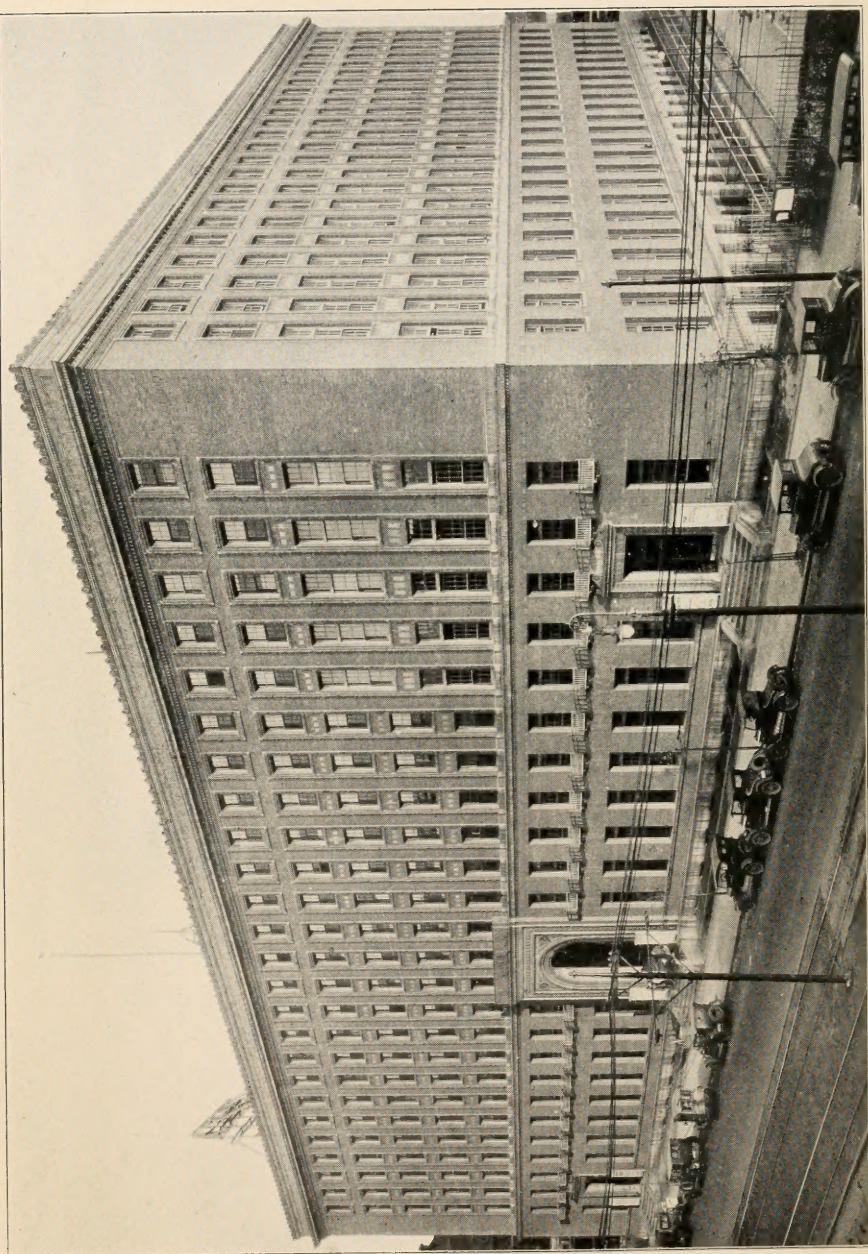
**Northeastern University**  
**Boston Young Men's Christian Association**  
**Boston, Massachusetts**





Bequests and gifts to Northeastern University which will make possible the new University plant, will be welcomed. Funds given to the University should be left in the following manner:

"I give and bequeath to Northeastern University of the Boston Young Men's Christian Association, an educational institution incorporated under the laws of Massachusetts and located in Boston, Massachusetts, the sum of \$                   "



ASSOCIATION BUILDING, NORTHEASTERN UNIVERSITY  
(Main Building)



NORTHEASTERN UNIVERSITY  
DAY DIVISION

SCHOOL OF  
ENGINEERING

Co-operative Plan



1931-1932

*"Practice and Theory Co-ordinated"*

# University Calendar

## For Freshmen

1931-1932

Division A

SEPTEMBER

S M T W T F S  
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OCTOBER

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NOVEMBER

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DECEMBER

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JANUARY 1932

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FEBRUARY

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MARCH

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JUNE

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AUGUST

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Division B

SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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JANUARY 1932

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14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28 29 30 31 . . . . .

School Sessions indicated by type — 1, 2, 3.

Holidays, Sundays and Vacation Periods indicated by type — 1, 2, 3.

Summer Term Review Courses for both Division A and Division B are offered from August 15 to September 10.



# University Calendar

## For Upper Classmen

1931-1932

Division A

SEPTEMBER

SMTWTFSS

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MARCH

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OCTOBER

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NOVEMBER

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DECEMBER

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JANUARY 1932

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FEBRUARY

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JUNE

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JULY

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AUGUST

SMTWTFSS

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Division B

SEPTEMBER

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MARCH

SMTWTFSS

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OCTOBER

SMTWTFSS

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NOVEMBER

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DECEMBER

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JANUARY 1932

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FEBRUARY

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JUNE

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JULY

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AUGUST

SMTWTFSS

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School Sessions indicated by type — 1, 2, 3.

Holidays, Sundays, and Vacation Periods indicated by type — 1, 2, 3.

Co-operative Work Sessions indicated by type — 1, 2, 3.

Summer Term Review Courses for Division A are offered from June 20 to July 16.

Summer Term Review Courses for Division B are offered from August 15 to September 10.

# Calendar for School Year, 1931-1932

## General Notes

First-year students, both Division A and Division B, attend school for thirty consecutive weeks. Their co-operative work begins after the close of the freshman year.

Upper classmen co-operate on the five week plan, except in summer, when one period for each division is six weeks in length.

Division B is at co-operative work while Division A is at school.

Division A is at co-operative work while Division B is at school.

While engaged at co-operative work students have no holidays except legal holidays and those specifically designated as holidays by the firm with which they are employed.

The symbols AA and BB designate full time students; that is, students who are not on the co-operative plan.

1931

- SEPTEMBER 7. *Monday.* L a b o r D a y. (School exercises omitted.)
- SEPTEMBER 9. *Wednesday.* Entrance examinations.
- SEPTEMBER 10. *Thursday.* Registration and opening of school for Division A Freshmen.  
Students failing to register promptly on September 10 will be charged a late registration fee of five dollars (\$5).
- SEPTEMBER 14. *Monday.* Opening of first semester for Division A and AA Upper classmen. Co-operative work begins for Division B Upper classmen.
- SEPTEMBER 26. *Saturday.* Last day on which subjects of Division A Senior theses may be approved.
- OCTOBER 12. *Monday.* Columbus Day. (School exercises omitted.)
- OCTOBER 19. *Monday.* Second period begins for Division A Freshmen.  
Co-operative work begins for Division A Upper classmen.  
Opening of First Semester for Division B and BB Upper classmen.  
First Full-time term begins for Division AA Upper classmen.
- OCTOBER 31. *Saturday.* Last day on which subjects of Division B Senior theses may be approved.



- NOVEMBER 11. *Wednesday.* Armistice Day. (School exercises omitted.)
- NOVEMBER 23. *Monday.* Third period begins for Division A Freshmen.  
Second period begins for Division A and AA Upper classmen.  
First Full-time term begins for Division BB Upper classmen.
- NOVEMBER 25. *Wednesday.* (School exercises omitted after 1 P.M.)
- NOVEMBER 26. *Thursday.* Thanksgiving Day. (School exercises omitted.)
- DECEMBER 24. *Thursday.* (School exercises omitted after 1 P.M.)
- DECEMBER 25. *Friday.* Observance of Christmas. (School exercises omitted.)
- DECEMBER 26. *Saturday.* (School exercises omitted.)
- DECEMBER 27—JANUARY 2. Vacation for Division A Freshmen.
- DECEMBER 28. *Monday.* Second period begins for Division B and BB Upper classmen.  
Second Full-time term begins for Division AA Upper classmen.
- DECEMBER 29. *Tuesday.* Registration and opening of school for Division B Freshmen.  
Students failing to register promptly on December 29 will be charged a late registration fee of five dollars (\$5).

1932

- JANUARY 1. *Friday.* Observance of New Year's Day. (School exercises omitted.)
- JANUARY 2. *Saturday.* (School exercises omitted.)
- JANUARY 4. *Monday.* Fourth period. Second Semester begins for Division A Freshmen.
- FEBRUARY 1. *Monday.* Third period (Second Semester) begins for Division A and AA Upper classmen.  
Second Full-time term begins for Division BB Upper classmen.  
Fifth period begins for Division A Freshmen.  
Second period begins for Division B Freshmen.

- FEBRUARY 22. *Monday.* Washington's Birthday. (School exercises omitted.)
- MARCH 7. *Monday.* Sixth period begins for Division A Freshmen.  
Third period begins for Division B Freshmen.  
Third period (Second Semester) begins for Division B and BB Upper classmen.  
Third Full-time term begins for Division AA Upper classmen.
- APRIL 9. *Saturday.* School year ends for Division A Freshmen.
- APRIL 11. *Monday.* Fourth period (Second Semester) begins for Division B Freshmen.  
Fourth period begins for Division A and AA Upper classmen.  
Third Full-time term begins for Division BB Upper classmen.
- APRIL 19. *Tuesday.* Patriot's Day. (School exercises omitted.)
- MAY 7. *Saturday.* All work must be completed by Division A Seniors.
- MAY 16. *Monday.* Fifth period begins for Division B Freshmen. Fourth period begins for Division B Upper classmen.
- MAY 30. *Monday.* Memorial Day. (School exercises omitted.)
- JUNE 11. *Saturday.* Field Day. (School exercises omitted.)  
All work must be completed by Division B Seniors.
- JUNE 12-18 Senior Week.
- JUNE 17. *Friday.* Bunker Hill Day. (School exercises omitted.)
- JUNE 19. *Sunday.* Baccalaureate Sermon.
- JUNE 20. *Monday.* Commencement. Sixth period begins for Division B Freshmen.  
Review Courses or vacation begin for Division A Upper classmen.  
Summer six-week period of co-operative work begins for Division B Upper classmen.

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- JULY 4. *Monday.* Independence Day. (School exercises omitted.)
- JULY 16. *Saturday.* Review courses end for Division A Upper Classmen.
- JULY 23. *Saturday.* School year ends for Division B Freshmen.
- AUGUST 1. *Monday.* Vacation begins for Division B Upper classmen.  
Summer six-week period of Co-operative work begins for Division A Upper classmen.
- AUGUST 15. *Monday.* Review Courses begin for Division A and Division B Freshmen.  
Review Courses begin for Division B Upper classmen.
- SEPTEMBER 5. *Monday.* Labor Day. (School exercises omitted.)
- SEPTEMBER 8. *Thursday.* Registration and opening of school for Division A Freshmen.  
Students failing to register promptly on September 8 will be charged a late registration fee of five dollars (\$5).
- SEPTEMBER 10. *Saturday.* Review Courses end for Division B Upper classmen and for both Division A and Division B Freshmen.
- SEPTEMBER 12. *Monday.* Opening of School Year 1932-1933.



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BENJAMIN MANN ELLISON, B.B.A. <i>Instructor in Business Administration</i>	3 Dee Rd., Quincy
GEORGE RAYMOND FENNELL, B.B.A. <i>Instructor in Business Management</i>	42 Fremont Ave., Everett
BERNARD GABINE, A.B., M.A. <i>Instructor in Statistics and Administration</i>	38 Bradford Rd., Watertown
ELMER ELLSWORTH HASKINS, B.M.E., M.A. <i>Instructor in Mathematics</i>	131 Audubon Rd., Boston
HENRY KENDRICK HOLT, S.B., M.A. <i>Instructor in Mathematics</i>	749 East St., Dedham
BRAINERD FRANCIS CABOT HUGHES <i>Instructor in English</i>	36 Coolidge Rd., Arlington
FRANK HAROLD LA BREE, B.E.E. <i>Instructor in Electrical Engineering</i>	61 Blue Hill Ter., Milton
ALFRED MUDGE MCCOY, S.B. <i>Instructor in English</i>	63 Elgin St., Newton Center
JAMES GREGORY MCGIVERN, B.M.E. <i>Instructor in Drawing</i>	9 Clermont St., Dorchester
CLARENCE JULIUS MCINTIRE <i>Instructor in Drawing</i>	Center St., Burlington
EVERETT CARTER MARSTON, A.B. <i>Instructor in English</i>	55 Revere St., Boston
GEORGE HARRIS MESERVE, JR., B.C.E. <i>Instructor in Drawing</i>	9 Mason St., Medford
JOHN C. MORGAN, S.B. <i>Instructor in Co-ordination</i>	47 Southgate Park, West Newton
VERNER OLOF NELSON <i>Instructor in Co-ordination</i>	447 Belgrade Ave., West Roxbury



DERWOOD AUSTIN NEWMAN, S.B., Ed.M. <i>Instructor in Chemistry</i>	12 Maple Ave., Somerville
RUDOLPH O. M. OBERG, B.E.E. <i>Instructor in Co-ordination</i>	33 Fulton St., Dorchester
EDWARD RINGROSE PLACE, Ph.B. <i>Instructor in English</i>	118 Riverway, Boston
WINSLOW PORTER, S.B., M.A., LL.B. <i>Instructor in Business Administration and Finance</i>	14 Center St., Watertown
NORRIS WILLETT POTTER, JR., A.B. <i>Instructor in English</i>	175 Hemenway St., Boston
DAVID PRIESTLY <i>Instructor in Physical Training</i>	4 Cogswell Ave., North Cambridge
HARVEY NELSON RAYMOND, JR., B.B.A. <i>Instructor in Business Management</i>	10 Beaufort Rd., Jamaica Plain
DE LANO G. RICE, S.B. <i>Instructor in Co-ordination</i>	1665 Commonwealth Ave., Boston
HENRY STEPHEN RICHARDSON, A.B. <i>Instructor in English</i>	352 Riverway, Boston
GERALD RUSSELL TATTON, B.B.A. <i>Instructor in Business Administration</i>	30 Sheridan Ave., Medford
BENJAMIN FRANKLIN WHITE, B.R.E. <i>Instructor in English</i>	55 West St., Braintree
CHARLES ALBERT WHITE, B.C.E. <i>Instructor in Civil Engineering and Drawing</i>	74 Pleasant St., Brookline
WILLIAM CROMBIE WHITE, B.E.E. <i>Instructor in English</i>	58 Hovey St., Watertown
GEORGE HOUGHTON WHITTUM, B.B.A. <i>Instructor in Accounting</i>	120 Colby Rd., Atlantic
SAVERIO ZUFFANTI, B.Ch.E. <i>Instructor in Chemical Engineering</i>	12 Center Ave., Dorchester

## *Physical Training Staff*

EDWARD SNOW PARSONS, B.C.E., Ed.M. <i>Director of Health and Physical Education</i>	19 Hardy Ave., Watertown
WILLIAM C. HULTGREN <i>Class Work</i>	18 Ward St., North Woburn
ROBERT E. LAVEAGA, B.P.E. <i>Class Work</i>	62 Queensbury St., Boston
ALFRED MUDGE MCCOY, S.B. <i>Coach of Baseball and Basketball</i>	63 Elgin St., Newton Center
CLARENCE J. MCINTIRE <i>Coach of Cross Country Track</i>	Center St., Burlington
ARTHUR W. PEEL <i>Class Work</i>	50 Apthorpe St., Wollaston
DAVID PRIESTLY <i>Coach of Soccer</i>	4 Cogswell Ave., North Cambridge
H. NELSON RAYMOND, JR., B.B.A. <i>Coach of Hockey</i>	10 Beaufort Rd., Jamaica Plain
GERALD RUSSELL TATTON, B.B.A. <i>Assistant Track Coach</i>	30 Sheridan Ave., Medford
JOSEPH WILLIAM ZELLER, S.B. <i>Coach of Track</i>	1583 Worcester Rd., Framingham

*Student Assistants*

LLOYD ALLEN <i>Assistant in the Activities Department</i>	121 Spring St., Medford
VICTOR JAMES BABEL <i>Assistant in Chemistry</i>	31 Folan Ave., Norwood
JOSEPH JAMES BELSKY <i>Assistant in Chemistry</i>	374 River St., Haverhill
ROBERT F. CHAMBERLAIN <i>Assistant in Physics</i>	125 Peterborough St., Boston
LEONARD C. COBBETT <i>Assistant in Electrical Engineering</i>	13 Reservoir Rd., Lynn
JOHN CURLEY <i>Assistant in the Office of the Dean</i>	24 Ashmont St., Dorchester
ARNOLD R. DAHLSTROM <i>Assistant in Mechanical Drawing</i>	121 Nilsson St., Brockton
JAMES ALEXANDER FALT <i>Assistant in Electrical Engineering</i>	55 Bedford St., Quincy
JOHN GROSZ, JR. <i>Assistant in Physics</i>	108 Gainsboro St., Boston
WILROSE JOHN HANSON <i>Assistant in Mechanical Engineering</i>	35 Water St., Marlboro
RAYMOND WINFIELD JAMES <i>Assistant in Chemistry</i>	247 Kent St., Brookline
LESTER JOSEPH KERSHAW <i>Assistant in Mechanical Drawing</i>	74 Pleasant St., Brookline
CHARLES N. KIMBALL, JR. <i>Assistant in Electrical Engineering</i>	59 Glendale St., Everett
GILBERT G. MACDONALD <i>Assistant to the Secretary of the Student Union</i>	52 Gainsboro St., Boston
JOHN J. MATUKAS <i>Assistant in Mechanical Engineering</i>	Bonham Rd., Readville
LESTER DONALD MESERVE <i>Assistant in Physics</i>	33 Quincy St., Abington
LANGLEY U. MORANG <i>Assistant in the Activities Department</i>	29 Washington Ave., Waltham
JOHN TAYNTON MORLEY <i>Assistant in Mechanical Engineering</i>	139 Beacon St., Hyde Park
WINFORD SYKES NOWELL <i>Assistant in Mechanical Engineering</i>	71 Lowell St., Methuen
FRANCIS LAWRENCE SHEA <i>Assistant in Chemistry</i>	44 Clark St., Lynn
G. EDWARD TAYLOR <i>Assistant in the Office of the Dean</i>	1 Linden St., Norwood
HERBERT TIFFANY <i>Assistant in Physics</i>	151 Davis Ave., Brookline
LESLIE M. VANT <i>Assistant in Electrical Engineering</i>	316 Huntington Ave., Boston
ALFRED KINGSBURY WRIGHT <i>Assistant in Electrical Engineering</i>	153 Naples Rd., Brookline
NORMAN H. WRIGHT <i>Assistant in Electrical Engineering</i>	14 Chestnut St., Waltham

## Faculty Committees

### General

CARL S. ELL, *Chairman*

HAROLD W. MELVIN

EDWARD S. PARSONS

WINTHROP E. NIGHTINGALE

JOHN B. PUGSLEY

MILTON J. SCHLAGENHAUF

### Executive Committee

HAROLD W. MELVIN, *Chairman*

WINTHROP E. NIGHTINGALE

EDWARD S. PARSONS

JOHN B. PUGSLEY

### Administrative

JOHN B. PUGSLEY, *Chairman*

EDWARD S. PARSONS

WINTHROP E. NIGHTINGALE

JOSEPH SPEAR

### Co-operative Work

WINTHROP E. NIGHTINGALE, *Chairman*

GEORGE W. TOWLE

JOHN B. PUGSLEY

WILLIAM C. WHITE

### Student Activities

EDWARD S. PARSONS, *Chairman*

BENJAMIN M. ELLISON

BRAINERD F. C. HUGHES

CHARLES W. HAVICE

H. NELSON RAYMOND, JR.

BENJAMIN F. WHITE

### Athletics

#### A. Faculty Committee

WINTHROP E. NIGHTINGALE, *Chairman*

EDWARD S. PARSONS

HAROLD W. MELVIN

JOHN B. PUGSLEY

#### B. General Committee

EDWARD S. PARSONS, *Chairman*

Captain of each recognized sport

Manager of each recognized sport

All Athletic Coaches, *ex-officio*

### Fraternities

EDWARD S. PARSONS, *Chairman*

HAROLD W. MELVIN

JOSEPH SPEAR

WILLIAM C. WHITE

### Instruction

#### A. Professional

CARL S. ELL, *Chairman*

HENRY B. ALVORD

ARTHUR B. MONTGOMERY

ROBERT BRUCE

WILLIAM L. SMITH

JAMES W. INGALLS

SAMUEL A. S. STRAHAN

JULIAN E. JACKSON

JOSEPH W. ZELLER

#### B. General

CARL S. ELL, *Chairman*

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HAROLD W. MELVIN

STANLEY G. ESTES

JOSEPH SPEAR

WILFRED S. LAKE

ELIOT F. TOZER



## *Secretarial Staff of the Day Division*

WINIFRED JANICE BANGS <i>Stenographer</i>	47 Myrtle Terrace, Winchester
DOROTHY BRETT <i>Stenographer</i>	15 Wenham St., Jamaica Plain
BESS VIRGINIA CHAMBERLAIN <i>Stenographer</i>	125 Peterborough St., Boston
MILDRED COY CURTIS <i>Secretary to the Dean</i>	104 School St., Roxbury
NAOMI A. CUTLER <i>Stenographer</i>	8 Plympton St., Cambridge
EDNA JANE GARRABRANT <i>Secretary to the Director of Co-operative Work</i>	16 Maynard St., Arlington
VIRGINIA MYRTIS HAMMOND <i>Stenographer</i>	15 Hudson St., Lynn
MILDRED MITCHELL HOPKINS <i>Stenographer</i>	34 Ten Hills Rd., Somerville
SIGRID IRENE JOHNSON <i>Stenographer</i>	26 Roberts St., Quincy
EVA M. KINNEAR <i>Stenographer</i>	21 Beaumont Ave., Newtonville
LOUISE LOCKE <i>Secretary to the Dean of Students</i>	222 Beale St., Wollaston
HELEN WESTON LYNDON <i>Secretary</i>	125 Pleasant St., Arlington
APPHIA PAULINE MANNING <i>Stenographer</i>	19 Newcastle Rd., Brighton
DOROTHY MILNE MURRAY <i>Secretary to the Director of Student Activities</i>	166 Fair Oak Park, Needham
EUNICE GRETA ELEANORA NELSON <i>Stenographer</i>	88 Brooks Ave., Arlington
JESSIE MARY PAINE <i>Secretary to the Director of School Administration</i>	51 Audubon Rd., Boston
VERNA PETERSON <i>Stenographer</i>	32 Dyer Ave., Milton
CAROLINE FRANCES PETTINGELL <i>Bookkeeper</i>	175 Hancock St., Cambridge
RUTH HARRIETT PHILLIPS <i>Stenographer</i>	180 Hamilton Ave., Lynn
MADelyn EDYTHE RALPH <i>Stenographer</i>	14 Sheldon St., Lynn
NADINE FRANCES STEPHEN <i>Stenographer</i>	146 Trenton St., Melrose
LULU JANE THYNG <i>Secretary to the Director of Admissions</i>	355 Geneva Ave., Dorchester
MARY DIXON TURNER <i>Stenographer</i>	163 Forest St., Melrose

## *University Lectures*

RALPH E. SOCKMAN

PASTOR OF THE MADISON AVENUE M. E. CHURCH, NEW YORK CITY

*"The City Mind"*

NORMAN M. THOMAS

AUTHOR AND LECTURER

*"Is Human Nature Hopeless?"*

FREDERICK B. FISHER

BISHOP OF M. E. CHURCH, CALCUTTA, INDIA

*"Mahatma Gandbi and India"*

BURTON HOLMES

LECTURER

*"La Belle France"*

WILLIAM S. MITCHELL

MINISTER OF WESLEY M. E. CHURCH, WORCESTER, MASSACHUSETTS

*"In the King Row and Crowned"*

DONALD B. MACMILLAN

EXPLORER AND LECTURER

*"Under the Northern Lights"*

MELVIN M. JOHNSON

*Lawyer*

*"Representative Government"*

ROBERT LINCOLN O'BRIEN

*Lecturer*

*"The Russian Experiment"*

FRANKLIN W. JOHNSON

PRESIDENT OF COLBY COLLEGE

*"Education for a Changing World"*

EDWIN MARKHAM

POET

*"Selected Poems"*

## *General Information*

### *Northeastern University—An Historical Statement*

THE incorporation of Northeastern University marked an important epoch in the history of one of the most useful educational institutions in America. The University is the realization of a well-defined ideal carefully worked out and persistently followed for many years.

The churches of America, early in their life and development, realized the necessity for higher education conducted under Christian auspices. As a result, there are scattered all over the United States colleges and universities which were established by the various religious denominations: — notable among these being the Methodist, Baptist, Roman Catholic, and Presbyterian institutions, including in New England among others such colleges and universities as Boston University, Boston College, Brown University and Tufts College.

It was natural, therefore, that when the Young Men's Christian Association was established in 1851 by young men representing the various religious denominations, there should have been undertaken evening educational courses for young men as an aid in their all-round development. It was not, however, until 1896 that the Association laid the foundations upon which Northeastern University has been built. At that time it became evident that adults desired a more thorough and complete educational opportunity than had thus far been available to them. Gradually the courses were increased in number, grouped into separate schools and placed under the charge of full-time executives. Finally, in 1916 the Young Men's Christian Association authorized as an essential step in the evolution of the institution the incorporation of Northeastern University. This incorporation gave to the University its charter, providing for its Board of Trustees and carrying with it by later enactment broad degree-granting powers.

The evening School of Law, established in 1898, was incorporated in 1904 with degree granting power. Founded in 1907, the evening School of Commerce and Finance confers the degrees of Bachelor and Master of Business Administration. The day School of Engineering was opened in 1909 and confers the Bachelor of Science degree. The day School of Business Administration was opened in 1922, and also grants the Bachelor of Science degree. The University opened in 1927 a new evening school known as the Lincoln Institute, which includes the work in engineering fields formerly offered by the Northeastern Evening



Polytechnic School, the latter having its beginnings in 1904. The Lincoln Preparatory School, formerly known as Northeastern Preparatory School, offers preparatory school work in the evening, leading especially to college admission. This School had its beginnings in 1898. The Huntington School for Boys, one of the leading day college preparatory schools in the country, was established in 1909 and is conducted under the auspices of the University.

Divisions of the University, offering evening instruction, have been in operation for a number of years in co-operation with the Young Men's Christian Associations of Worcester, Springfield, and Providence. Each of these divisions has a distinctive organization. Each offers the respective curricula of the evening Schools of Law and Commerce and Finance leading to the appropriate University degrees.

### *INCORPORATION*

In 1916 Northeastern College was incorporated under the following charter:

#### THE COMMONWEALTH OF MASSACHUSETTS

BE IT KNOWN, that whereas Arthur S. Johnson, Lewis A. Crossett, George W. Brainard, Charles W. Perkins, H. Bradlee Fenno, Sabin P. Sanger, William E. Murdock, Frank P. Speare and George W. Mehaffey have associated themselves with the intention of forming a corporation under the name of the

Northeastern College of the Boston Young Men's  
Christian Association,

for the purpose of furnishing instruction and teaching in all branches of education in connection with the Boston Young Men's Christian Association and to do any and all things connected with or incidental to the purposes of its organization, and have complied with the provisions of the statutes of this Commonwealth in such case made and provided, as appears from the certificate of the Proper Officers of said corporation, duly approved by the Commissioner of Corporations and recorded in this office:

NOW, THEREFORE, I, ALBERT P. LANGTRY, Secretary of the Commonwealth of Massachusetts, DO HEREBY CERTIFY that said

Arthur S. Johnson, Lewis A. Crossett, George W. Brainard,  
Charles W. Perkins, H. Bradlee Fenno, Sabin P. Sanger,  
William E. Murdock, Frank P. Speare and George W.  
Mehaffey,

their associates and successors, are legally organized and established as, and are hereby made, an existing corporation, under the name of the

Northeastern College of the Boston Young Men's  
Christian Association

with the powers, rights and privileges, and subject to the limitations, duties, and restrictions, which by law appertain thereto.

WITNESS my official signature hereunto subscribed, and the Great Seal of The Commonwealth of Massachusetts hereunto affixed, this thirtieth day of March in the year of our Lord one thousand nine hundred and sixteen.

(Signed) Albert P. Langtry  
Secretary of the Commonwealth

SEAL

Later the name of the institution was changed from Northeastern College to Northeastern University.

Concurrently with its incorporation and subsequent to it, the Massachusetts Legislature has granted to Northeastern University broad degree-granting powers.

### *Purpose of Northeastern University*

In keeping with its charter, Northeastern University has for its fundamental purpose the meeting of the needs of young men and women, through diversified educational opportunities. Its co-operative work in the day Schools of Engineering and Business Administration stands out distinctively as a marked contribution in the field of education. Northeastern University School of Engineering was the second co-operative school in the country, antedated only by the University of Cincinnati School of Co-operative Engineering. Through this unique form of education students are enabled to secure, in addition to their regular classroom work, practical co-ordinated experience in actual engineering and business positions. A further advantage of this unique plan of education is the opportunity for self-support which a student has while pursuing his studies. During the cooperative periods the students not only gain experience but also are paid for the services which they render. About three hundred and fifty business and industrial concerns co-operate with Northeastern University in this unique and highly serviceable educational program.

In its evening schools Northeastern University has also made a distinctive contribution, the School of Commerce and Finance and the School of Law being among the best evening schools of

their type in the entire country. In the Lincoln Institute men receive in the evening practical training in the engineering sciences. Through the Lincoln Preparatory School adequate preparation for admission to the leading colleges of the country, either by certificate or by examination, may be secured in the evening.

The services of the University also include the Huntington School for Boys, one of the leading day preparatory schools in the country, offering effective preparation for admission to all of the leading colleges and universities.

Another phase of the University's unique development has been the addition of the Divisions in Worcester, Springfield and Providence, whereby, under the supervision of the officers in Boston and under an effective organization, Divisions of the School of Law and the School of Commerce and Finance, offering complete curricula and leading to appropriate degrees, are conducted in these cities, thus opening up the services of the University in these schools to thousands of students who would not otherwise have the opportunity of furthering their education.

The incorporation as noted above is under the charitable laws of Massachusetts, which means that all of the resources of the University, including the income from endowment funds, special gifts and tuition fees, must be expended solely for the benefit of its student body. In keeping with this purpose the University is constantly solicitous to increase its sources of revenue from other than students' fees, improve its housing and equipment, increase its standards to accord with the progressive advances in education, and thus to improve its services at all points to its thousands of students.

### *Organization*

The corporation of Northeastern University is known as the Board of Trustees. This Board is made up of 35 members. Among the Trustees are leading business and professional men representing all walks of life. They are men of sympathetic understanding giving their time and services liberally in order to improve and enhance the work of the University.

There are two main committees of the Board of Trustees, an Executive Committee, which serves as an Ad Interim Committee between the regular meetings of the Board of Trustees and performs the usual functions of an executive committee, and a Committee on Housing which is charged with the securing of funds for the housing and equipment development of the University.

In addition to the Board of Trustees there is legally constituted



a separate Board of Trustees of the Permanent Funds of the University whose responsibility is to see that these funds are properly invested and that the principal and income from all funds are expended only in accordance with the terms of the gifts.

Further than this, the Board of Trustees has created and authorized, through its by-laws, an Executive Council of the University, consisting of the President, the Secretary and the two Vice-Presidents. To the Executive Council the Board has allocated very broad powers.

This organization results in efficient operation and administration, making it possible for the University to develop fully and freely along the lines of those trends and policies which will constantly improve and enhance the work of the various schools.

# *The Northeastern University System*

## *Statistical Summary*

1929-1930

	Administrative Officers and Faculties Students	
I. General Administration	6	
II. Northeastern University		
School of Engineering	{ 75	1,681
School of Business Administration		430
School of Law	68*	1,404*
School of Commerce and Finance	97*	1,233*
III. The Lincoln Schools		
Lincoln Institute	31	439
Lincoln Preparatory School	30	736
IV. Huntington School	27	363
	<hr/>	
Total	334	6,286
Less Duplicates	54	123
	<hr/>	
Net Total	280	6,163
	<hr/>	

\* These figures include the administrative officers, faculties and students of the Divisions of the University in Worcester, Springfield and Providence.

### *Object of the Day Division, Northeastern University*

Technical school instruction, depending solely on class-room work and laboratories, must always lack some of the vital characteristics of an actual business concern. One is carried on for educational purposes, the other is operated for dividends. This fact gives the co-operative school an advantage over the usual educational plan. Instead of devoting several years to preparing for a vocation in which he may later find himself a misfit, the student is put to work in the field of his choice early in his career in order that he may immediately discover whether or not he is adapted to its requirements. He sees life in its vital issues and learns the art of getting along with men. This training demonstrates to him the use and value of his school work, and finally

gives him an opportunity to acquire from actual experience that rare characteristic, *executive ability*, without which his life probably would be spent on the lower levels of industry.

Founded on this co-operative principle, the Day Schools of Northeastern University offer to students who have had a high school preparation or its equivalent, a sound training in the sciences fundamental to their profession and in the important applications of the principles of these sciences to the several branches of industry and commerce. Much stress is laid on the development of the ability to apply the acquired knowledge to new problems.

The program of studies differs from that of many schools, in that a student is not permitted a wide range of subjects from which to choose; for it has been found that better results are obtained, in co-operative education, by prescribing the principal studies which the student is to pursue. But wherever, as in this case, there has been a deviation from common educational practice, it has been for the purpose of achieving more effectively the fundamental aim of Northeastern University; namely, to give young men a thorough training in both the theoretical and the applied principles upon which professional work is conducted. *The training is that of a university of high standards.*

## *Buildings*

The University is housed in the buildings of the Boston Young Men's Christian Association and in a part of the Huntington Building, adjoining Symphony Hall.

The Buildings are located on Huntington Avenue, in a section of Boston noted for its institutions of learning. The schools and colleges in the vicinity have an annual attendance of fifteen thousand students. The location is easily accessible from all parts of the city and suburbs.

The six buildings in the main group are as follows: Administration, Assembly Hall, Recitation, Natatorium, Gymnasium, and Laboratory.

### *Administration Building*

In the Administration building, besides various offices, there are libraries, class rooms, reading rooms and social rooms.

### *Activities Assembly Hall*

The Jacob P. Bates Hall has a seating capacity of 500. A large stage, suitable for entertainments of various kinds, is available. The hall is equipped with a motion picture machine.

Bates Hall is an important center for various student activities. Here the band has its rehearsals, the glee club gives its entertainments and some of the dramatic work is presented. In addition, numerous student socials and small group dinners frequently are held here.

### *Recitation Building*

The Recitation building is 196 feet long and 58 feet wide and six stories high; in the basement are the heating and ventilating plants. The first floor is taken up with game, social and club rooms, and a small assembly hall seating 150. On the second and third floors are located class rooms and offices. The fourth floor contains a science lecture room completely equipped, a physics laboratory, three chemical laboratories, three drafting rooms, two recitation rooms, and department offices. The fifth and sixth floors are used as dormitories.

### *Natatorium*

This building, one of the finest of its kind, is located between the Assembly Hall and the Gymnasium, and is easily accessible from the locker rooms of the latter. The swimming pool is 75 feet long by 25 feet wide, and is under a glass roof, admitting floods of sunshine. The pool is supplied with filtered salt water from an artesian well and is heated to the proper temperature by an elaborate system of pipes.

### *Gymnasium*

This structure, the funds for which were provided by the relatives of the late Samuel Johnson, is known as the Samuel Johnson Memorial Gymnasium. The gymnasium provides the following facilities: three gymnasiums, a twelve-lap running track, two large exercise rooms, boxing and wrestling rooms, handball and squash courts, bowling alleys, showers, steam baths, massage rooms, and electric cabinet baths.

### *Lecture Assembly Halls*

Through special arrangement, Jordan Hall and Symphony Hall are made available for assembly purposes. These halls provide ample space for student activity assemblies and for special lectures by noted men. All the students in school at any period assemble for one hour each week throughout the school year. More than half of the assembly sessions are devoted to interests and activities developed by the students themselves. The other



assembly periods are devoted to special lectures, sometimes under the direction of the student body and sometimes under the direction of the faculty. The special lectures are devoted to those elements of life which count most in the development of a man's viewpoint and his character.

### *Huntington Building*

In addition to the large recitation building previously mentioned the Huntington Building provides a large area for class rooms and offices. In the Huntington Building are located offices of the Director of Student Activities, Director of Health and Physical Training, Executive Secretary of the Northeastern Student Union, and most of the student advisers. Thus the student body is brought directly into contact with the various members of the faculty. In this building are also the lecture and assembly rooms for large groups within the student body, the special class rooms for Physics, Mathematics, and Mechanical Drawing; and student social and reading rooms.

### *Laboratory Building*

The Laboratory Building is located directly behind the Main Building. In it are located laboratory rooms for Accounting courses and numerous courses involving laboratory experiments; equipment for all electric experiments and testing methods; offices for a number of the faculty, as well as conference rooms for students. There are some recitation rooms of the non-laboratory type. In addition to the class rooms, laboratory rooms, faculty offices and conference rooms, the Laboratory Building contains a large variety of equipment for experimental purposes in the various fields of industry.

### *Outdoor Facilities*

The outdoor facilities are exceptional for an urban university. Adjoining the buildings is a field equipped for athletics, with tennis courts, jumping pits, a board track, and a cinder track with a hundred-yard straightaway. The University also owns and maintains a well-equipped athletic field a short distance from the School which provides ample facilities for baseball, soccer, and track.

Through the athletic association of the University interclass contests are arranged in basketball, baseball, track, tennis, indoor and outdoor athletics, and swimming. Intercollegiate games and meets are arranged with the leading colleges in the East.

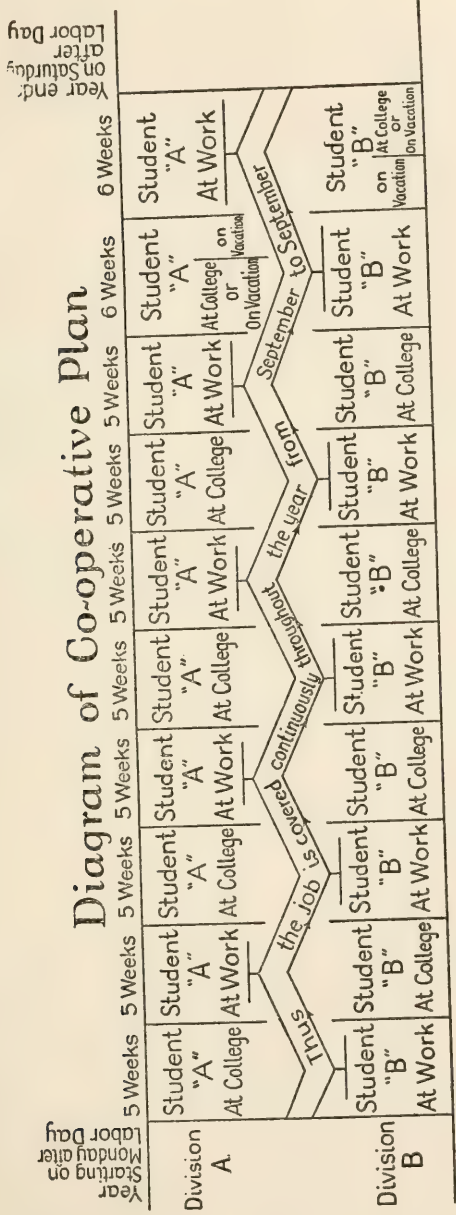
### *Libraries*

1. The libraries of Northeastern University and of the Boston Y. M. C. A. consist of thousands of carefully selected volumes. In these libraries the students of the School have available for their use necessary books on business administration, engineering, and allied subjects, together with current periodicals and the leading business and technical services. The library is open from 9.00 A.M. to 10.00 P.M. daily.

2. The Boston Public Library. All members of the School whether resident or non-resident students, have the privilege of taking books from the Boston Public Library and of using the library for general reference and study. Inasmuch as this is one of the best in the country, it presents unusual opportunities to the students. Within a five minutes' walk from the School, it enables students to have unlimited reference at any time to books and periodicals bearing upon business subjects.

### *Boston—A Great Educational Center*

The fact that Northeastern University is in Boston broadens the educational and cultural opportunities of its students. Few other cities in the country are so rich in the finest elements of American life. Many of its historic buildings, such as the Old State House, Faneuil Hall, and the Old North Church, have become museums for the preservation of old documents, paintings, and other collections representative of early Colonial life. The Boston Public Library and the Museum of Fine Arts, both within a few blocks of the University buildings, are widely noted for their treasures of literature and art. Even nearer to the University is Symphony Hall, home of the world-famous Boston Symphony Orchestra. And the many churches within Greater Boston not only afford the opportunity of hearing distinguished preachers but through their student clubs and young people's societies make possible for students a fine type of social and intellectual life.



**UPPER CLASSMEN ONLY**

The diagram above represents graphically the Co-operative Plan, open to upper-classmen, by which the year is divided into alternate periods of work and study. As the diagram shows, each co-operative job is covered by two students, one from Division A and one from Division B. The Division B man works while the Division A man studies, and *vice versa*. Thus each job is covered continuously from September to September by one pair of men.

## *Department of Co-operative Work*

THE Department of Co-operative Work comprises a group of faculty members known as co-ordinators whose entire time is given to establishing and maintaining co-operative relationship with appropriate commercial, industrial, and professional organizations. The work of co-ordination is considered to be of primary importance in the orientation and development of students on the co-operative plan. Co-ordinators are therefore appointed because of their experience in special fields of work, capacity for understanding and administering human relations ability to give occupational information and advice, and general fitness for guiding and inspiring young men. Co-ordinators are ranked on the same basis as other members of the faculty and are equally concerned with academic activities and other student affairs.

Each co-ordinator, because of his particular background and interests, is assigned to the supervision of students in a given Curriculum for whose placement and guidance he is responsible. During school periods co-ordinators meet their charges in regularly scheduled conference classes where individual problems encountered on the job are discussed and solved. Every student is required to prepare and present a paper dealing with some phase of his co-operative work. This is criticized and commented upon by the co-ordinator and by the other students to the end that all may acquire a sense of social understanding and job wisdom.

The Department of Co-operative Work has, in its relation to undergraduates, three primary functions:

### *1. Student Analysis and Counselling*

Students in each curriculum are assigned to a co-ordinator, who interviews them periodically during their freshman year for the purpose of determining their background, abilities, temperaments, and aptitudes. During these interviews the co-ordinator discusses various fields of activity and answers such questions as the students may have in regard to the many phases of business and industry. Each student is studied in the light of his physical condition, scholastic ability and other factors affecting his probable success in vocational life. These interviews culminate in a mutual agreement between the student and his co-ordinator regarding the field of co-operative work in which the student is to be placed. During his upperclass years the student continues



to have frequent conferences with his co-ordinator regarding vocational adjustments and personal problems. In this way the progress of every student is observed and co-ordinated with his school work to the end that he may obtain maximum values from his training at Northeastern.

## 2. *Placement*

With this carefully assembled information the co-ordinator visits co-operative firms and arranges with them for the employment of the students under his charge. The range of opportunities available to Northeastern students is wide, including practically all phases of industrial life. As a general rule, sophomores are placed upon routine and laborious jobs through which they may prove their fitness for more responsible work. The jobs upon which Northeastern students are employed are in no sense protected opportunities. They are regular jobs under actual business conditions and are held in competition with other sources of supply. The only special privilege accorded Northeastern students is that of attending school on the co-operative plan. The school expects every student to stand on his own feet while he is on co-operative work, and advancement to the more responsible jobs is based entirely upon merit.

## 3. *Supervision and Guidance*

While the School does not adopt a paternal attitude toward co-operative work, it nevertheless assumes certain responsibilities toward students and co-operating firms. Co-ordinators visit each job in order that the employer may report upon the student's achievement and that necessary adjustments may be made. Co-ordinators supervise the assignment of students to various jobs and in conjunction with employers arrange for promotions and training schedules. Problems that arise on co-operative work are adjusted by mutual agreement of co-ordinator, student, and employer, wherever possible. In the event of special difficulties or dissatisfaction, the case may be adjusted by the Committee on Co-operative Work, which comprises several members of the faculty.

Through a series of co-operative work reports prepared during their working periods, students are led to analyze their jobs and to develop a thoughtful and investigative attitude toward their working environment. A most important phase of co-operative work is the opportunity afforded for guidance by the frank discussion, in conference classes, of actual problems encountered on the job. The intimate contact between co-ordinator

and student is of great worth in helping the student to get the most value from each co-operative work assignment. While the school endeavors to provide every possible opportunity for its students, it expects them at the same time, to take the initiative and to assume the responsibility involved in their individual development. To every student is available the counsel and guidance of the faculty, and every resource at its disposal. But the faculty does not coerce students who are disinterested or unwilling to think for themselves.

THE CO-OPERATIVE PLAN IS THUS DESIGNED SPECIFICALLY TO PROVIDE ACTUAL WORKING CONDITIONS WHICH SHALL AFFORD THE STUDENT PRACTICAL EXPERIENCE, GIVE MEANING TO HIS PROGRAM OF STUDY, AND TRAIN HIM IN RELIABILITY, EFFICIENCY, AND TEAM-WORK.

## *Co-operative Plan*

TO illustrate the co-operative plan, let us take the case of two men, "A" and "B," who desire to pursue one of the curriculums offered.

If the men are members of any one of the four upper classes, "B" will be assigned early in September or before to one of the plants of a firm that is co-operating with the School. There he receives practical experience under school supervision for a period of five weeks. "A" who is called the *alternate* of "B" has meanwhile been attending classes at the School. At the end of the five-week period, "B" takes the place of "A" at School, and "A" relieves "B" at the plant of the employing firm. This procedure is repeated each period, the same two students alternating with that firm for at least one calendar year from the date of starting the work. "A" and "B" are spoken of as "Division A" and "Division B" men respectively.

Division A freshmen enter college early in September and continue class work for thirty consecutive weeks, except for Christmas holidays, or until about the second week in April. Division B freshmen enter in the latter part of December and continue until about the middle of July.

Those students who have passed all their first and second semester courses become eligible for placement at co-operative work immediately at the close of their school year. Although co-operative work is not required at the close of the freshman year, it is recommended that freshmen accept co-operative work assignments when advised to do so by the Director of Co-operative Work.



OBSERVATIONS WITH A THEODOLITE



STAKING OUT A RAILROAD CURVE



CLASS IN SURVEYING DRAWING



TYING IN POINTS



When freshmen accept co-operative work assignments, they are expected to fulfill all of the requirements governing co-operative work. Such assignments are made with the understanding that the applicant is willing to continue on that job until the date of registration for the sophomore year. Division A freshmen should plan to take any desired vacation just prior to the opening of the sophomore year in September. Division B freshmen should take any desired vacation immediately after the close of the freshmen year and before accepting a co-operative work assignment.

### *Correlation of Practical and Theoretical Work*

Co-operating employers agree, when practicable, to employ the students in the various departments of their establishments. This training is as thorough and complete as the academic work. Where possible, the plant experience ranges from the handling of the raw materials to the shipment of the finished product. This practical training provides the opportunity to acquire a knowledge of executive duties in the plant as well as the use of machines. Thus, at the end of this course, the graduate has gained a familiarity with both plant operation and related problems of administration. To derive the greatest value from such courses, the student is advised to continue, if possible, in the employ of his co-operating firm for *at least one year* after graduation, since certain types of work which would afford him valuable experience cannot be made available to him while he is alternating between work and study. Statistics show that from thirty-five to fifty per cent of each graduating class do remain with their co-operative employers after graduation.

### *Co-operative Work Reports*

The correlation of practical and theoretical work is further promoted by required report writing. These co-operative work reports are written during the working periods by all co-operative students. A complete job analysis is required as the first report written on any new co-operative work assignment. Subjects of other reports are selected by the student after conference with his Co-ordinator of Co-operative Work by whom they must be approved. The reports are designed to encourage the observational and investigative qualities of the students and to help them to appreciate more fully the extent and value of their experience. These reports are carefully read by the Co-ordinator and are discussed with the student during the next following school period. Exceptionally valuable results are obtained from these reports. The value derived must necessarily

be directly proportional to the conscientious and intelligent concentration of effort by the student upon this phase of the work.

### *Co-operative Work Records*

Complete and detailed records are kept of the co-operative work of each student. They are based upon reports made by the employer at the end of each working period; upon occasional personal interviews between the employer and the Co-ordinator; and upon various evidences of the student's attitude toward all the phases of his co-operative work. It is not possible to secure a degree unless this part of the curriculum is completed satisfactorily. These records of practical experience serve as a valuable future reference for the Alumni Placement Division of the Department.

### *Number of Positions Available*

The number of positions at our disposal in any one branch of industry is necessarily limited. Thus far desirable positions have been secured for our students as the growth of the school has demanded. Co-operative work is not required of freshmen at the close of the freshman year, but efforts will be made to obtain work for those who prefer to be assigned to work by the School.

Some students prefer to secure their own co-operative work **TO BE SURE OF RECEIVING CREDIT, HOWEVER, THE STUDENT MUST SECURE THE APPROVAL OF SUCH WORK FROM THE DIRECTOR OF CO-OPERATIVE WORK BEFORE ACCEPTING THE POSITION.** Alternates may be furnished by the School, if desired. Such individual arrangements are entirely acceptable to the School, provided they are made with the approval of the Director of Co-operative Work. and do not conflict with other obligations assumed by that student.

Because of its dependence upon general business conditions over which it has no control, the School cannot and does not *guarantee* placement. Experience has demonstrated, however, that students who are willing and are capable of adapting themselves to existing conditions are almost never without employment.

### *Attitude of Co-operating Firms*

That co-operating employers favor our plan is clearly demonstrated by their retention of the same students from year to year. Moreover, employers listed with us apply for additional students to fill such positions as can be filled by our men. The

men under whose supervision the students have been doing work are almost unanimous in their approval of our plan. The enthusiasm, earnestness, and intelligence the students show in the performance of their duties is a subject of comment among the employers.

### *Assignment to Co-operative Employment*

A student is assigned to a co-operative job by the following routine: He is given general information in regard to the work, the hours, the location, the rate of pay, and so forth. If the job seems acceptable, he is given a copy of the Co-operative Work Regulations (see page 39) and is required to sign the co-operative employment agreement (see page 38). He is then given a card of introduction and sent to the employer for personal interview. During the interview with the employer the student is expected to acquaint himself with further details of the nature of the work and the conditions under which he will be expected to work. He may then accept the position subject to his acceptance by the employer. The latter indicates his acceptance or rejection of the student by marking the introduction card and returning it by mail to the School. It is expected that no student will accept placement by the School unless he intends to continue throughout the year in school and with the firm in question, in accordance with the Co-operative Work Regulations.

During the periods of co-operative work, students report for work as do other employees, no special privileges being granted. While at work, students are allowed only legal holidays. *School holidays are not holidays for students on Co-operative work.* Students are not permitted to discontinue co-operative work except by previous arrangements with the School. In all cases of absences from co-operative work, whether avoidable or not, the student or a member of his family is required to notify by telephone immediately the EMPLOYING FIRM and the SCHOOL. FAILURE TO DO SO IS SUFFICIENT CAUSE FOR DISMISSAL.

The School places the student at work with the employing firm and is responsible for his presence and conduct at work as well as the quality and scope of his work. All difficulties arising in regard to students who are on co-operative work are taken up with the school authorities at the next following school period. The Co-operative Work Office is open on special evenings each week during the school year for consultation with students who are engaged at co-operative work during the day.

Students in the fourth and fifth years are almost invariably placed with firms which give them experience directly in line with the course of study followed at school.

Second and third year men, as a rule, are assigned to work not so technical in character, but designed to train the younger men in the fundamental qualities of cheerfulness, dependability, enthusiasm, and "grit." In connection with his co-operative work during the student's college course these attributes are emphasized at every opportunity. The first year's training is designed especially to develop these habits. If a young man can form habits of mental and physical alertness and reliability, he has laid a sure foundation for success and happiness in later life. The detailed technical information and experience is added in the three upper years.

The School cannot guarantee to place students, because of uncertainties of business conditions as well as other reasons beyond the control of the School. Although the School in no way discriminates between students of various races and religions, considerable difficulty has been experienced in placing the members of certain racial groups on co-operative work.

### *Location of Work*

It is the policy of the School to assign students to co-operative work within commuting distance of their homes. This is not always possible, however, and at times it may be necessary for students to live away from home in order to obtain satisfactory and desirable co-operative work assignments.

### *Credits*

The conscientious pursuit and successful completion of co-operative work assignments are necessary for the student to obtain the degree. Seniors are required to take co-operative work from September to June for four alternative five-week periods and they receive therefor twenty credits toward the degree. Other Upper classmen work for four five-week and one six-week alternate periods, a total of twenty-six weeks per year and receive therefor twenty-four credits toward the degree each year. Students on the full-time plan, however, do not receive credit toward the degree for the practical experience they may obtain during summer vacations.

Credit is given once a year at the close of the last working period for that year.

During periods of business depression or seasonal cessation of certain industries when it may be impossible for the School to provide satisfactory employment for all students, a student may be required to attend school and take additional school work. The passing of the required courses taken under such



circumstances will prevent lapse of credit toward the degree as the result of being out of work.

Credit obtained on the full-time plan cannot be substituted for deficient credit on the co-operative plan and co-operative work credit cannot be substituted for deficient credit on the full-time plan.

In general, changes and transfers in co-operative work are made in September, at the beginning of the school year.

### *Earnings*

*The rates of pay for students in the School are low, primarily because the students are given the privilege of attending school on the co-operative plan. The employer thus feels justified in devoting time to the instruction of the students and in transferring them at reasonable intervals from one department to another.*

The following table of wages by agreement with the co-operating firms is the *minimum* to be paid the students.

\$12 per week for the first and second years.

\$14 per week for the third year.

\$16 per week for the fourth and fifth years.

No upper limit is set. *All employers are requested to pay as high a rate as the student proves himself worth.* The averages are \$15, \$18, and \$20 for second, third, and fourth year men respectively. No data are yet available covering the fifth year. The total income is more than enough to pay the tuition and the necessary school expenses, BUT DOES NOT COVER BOARD, ROOM RENT, AND OTHER LIVING EXPENSES, EITHER WHILE IN SCHOOL OR ON THE JOB.

A student may be expected to accept an assignment to co-operative work — if recommended by the department as offering suitable and desirable training — even though the wage rate may be only sufficient to cover living expenses during the period of employment.

### *Educational Certificates*

The law of Massachusetts requires all students under twenty-one years of age to obtain Educational Certificates. Massachusetts General Laws 1921, Chapter 149, Section 95: "No minor over sixteen and under twenty-one shall be employed in a factory, workshop, manufacturing, mechanical or mercantile establishment, or in a public or private bowling alley, pool or billiard room, bootblack stand or establishment, barber shop, or in the construction or repair of buildings, or by an express or transportation company, . . . . unless his employer procures and

keeps on file an educational certificate showing the age of the minor and his ability or inability to read and write as hereinafter provided." Students living outside of Boston should bring with them Birth Certificates, in order to save time and trouble. The Educational Certificates, upon request, may be obtained from the Superintendent of Schools in the city or town where the student resides during the period of his employment, if he lives in Massachusetts. Students residing outside of the Commonwealth during employment periods, but working within the Commonwealth are required to obtain Educational Certificates from the Superintendent of Schools or designated official of the town where employed.

### *Co-operative Employment Agreement*

*It is considered a vital part of the practical training of each student thoroughly to impress upon him the value of proper analysis of obligations about to be assumed and the importance of fulfilling them after they have been assumed. Thus, every student must enter into an agreement with the University at the time he accepts his co-operative work assignment. The following form is issued:*

## *Northeastern University*

### *Co-operative Work Agreement*

	I,.....Course.....
	(Name of Student)
	Year.....Division.....
<i>Employing Firm</i>	agree to work with.....
	.....
	on the regular co-operative plan in accordance with Co-operative Work Regulations.
<i>Rate of Pay</i>	I agree to accept the wages of.....
	per....., this amount to be increased as my ability and other conditions may warrant.
<i>Term of Employment</i>	I understand that I am to work on this job for one year from date including the regular summer working period. This agreement does not bind my employer to continue my services any longer than it is practical to do so. <i>I will not leave nor arrange with my employer to be relieved of this job without the approval of the Director of Co-operative Work.</i>

*Credit for Degree*

I realize that my work on this job is part of the requirements for a degree and that credit will be given only in return for satisfactory service to the employer and the proper handling of the job.

*Educational Certificate*

In accordance with the laws of the Commonwealth of Massachusetts, I shall obtain the necessary working certificate before starting work on this job.

Date.....

Signature.....Age.....  
(Student)

Address.....Tel.....

Signature of Co-ordinator.....

*Co-operative Work Regulations*

The successful administration of the co-operative plan of education depends upon the conscientious observance by all co-operative students of certain fundamental routine principles and policies. The following regulations have been adopted at North-eastern to develop in its students that respect for obligations and that spirit of co-operation so essential to the successful conduct of co-operative education and the development of dependable men.

**Assignment to Work**

When a student is assigned to co-operative work it is with the definite understanding, unless otherwise stated in writing on the agreement blank, that he will continue in the employ of that firm for the minimum period of one year on the co-operative plan dating from date of acceptance. He is required to sign the co-operative agreement to that effect. The first week on the job is the only trial period allowed, and the Department of Co-operative Work must be notified by the student during this first week if for any reason the student does not want to retain the job for at least the calendar year. If without such notice the student still retains the job for more than a week, his co-operative agreement becomes effective automatically, and he is required by the school to fulfill that agreement. Any exceptions may be allowed only upon petition to the Co-operative Work Committee.

This agreement obligates the employer to retain the student on the job only as long as the co-operation is practicable. Em-

employers are advised to discharge students after fair trial for unsatisfactory work, incompetency, inability, or any irregularity. In other words, every student is expected to work conscientiously and to the best of his ability and retain his job in competition with others only through satisfactory service.

### **Trial Week**

A student giving notice of dissatisfaction or desire for different assignment during his trial week is expected to stay on the job until released by the Department of Co-operative Work. The offices of the Department are open on certain evenings for the convenience of students desiring to communicate such notice to their co-ordinators. Students must not take time off from work for these conferences.

### **Co-operative Year**

Co-operative work continues throughout the summers following the second, third, and fourth years. Each alternate is required to work on his co-operative job during his regular summer work period, as shown on the calendar in the catalog, in order to obtain the necessary credit for the degree. The co-operative plan comprises four (4) five-week periods and one (1) six-week period, the latter coming during the summer months.

### **Time Off**

A student is expected to be on the job regularly and punctually. He has no special privileges except those allowed to other regular employees of the company. He is expected *not to take time off* from work for any school activities or other personal interests unless by previous approval from the Department of Co-operative Work and the employer.

### **Senior Theses**

Senior theses should not be allowed to interfere *in any way* with co-operative work. When a thesis is conducted at the plant of a co-operating firm, the rules which govern such thesis work and which accompany the thesis instructions must be carefully observed. Time should not be taken off from work for any thesis requirements.

### **Absence from Work**

In case of sickness or other emergency requiring a student's absence from work, the EMPLOYER and the DEPARTMENT OF CO-OPERATIVE WORK must be notified. Students living within a reasonable distance from the school should notify the department by telephone. If more than a 10 cent call would be



required, the mail will be considered satisfactory. The Department of Co-operative work must be notified by telephone or by mail when the student returns to work.

### **Discharge or Lay-off**

When a student is discharged or temporarily laid off, it is his responsibility to notify the Department of Co-operative Work. Failure to notify the department may result in unnecessary loss of credit.

### **Desertion of Job**

A student who leaves his co-operative job without prior approval of the Department of Co-operative Work or who so conducts himself on the job as purposely to cause his discharge, may be immediately suspended from college for breach of discipline.

### **Participation in Activities**

A student wishing to participate *during working hours* of co-operative work periods in student activities at college should obtain consent for such participation through the Department of Co-operative Work. Employers are ordinarily willing to comply with reasonable requests for such participation when it does not seriously interfere with the proper conduct of the job. The job must always be given prior consideration.

### **Evening Office Hours**

From October 1 to May 15 the office of the Department of Co-operative Work is open during certain evenings of each week from 6 to 8 P.M. for the convenience of any student wishing to discuss any phase of his co-operative work. These evening hours are kept to avoid the necessity of the student's taking time off from work during the day. Evening hours of each co-ordinator are posted outside office 350M.

### **Own Job**

A student who wishes to obtain his own co-operative employment must petition to the Co-operative Work Committee for approval of the work before accepting the job. Credit for such jobs will be allowed **ONLY FROM DATE OF APPROVAL**.

### *Co-operative Training Schedules*

Below are illustrated schedules of progressive co-operative work that have been arranged for our engineering students by some of the co-operating firms.

These schedules are arranged with the basic idea of giving the student a thorough training through the several different departments, but must of necessity be varied in accordance with the needs of those departments.

#### BOSTON & MAINE RAILROAD CO.

##### ONE YEAR

Lathe  
Slotter and Shaper  
Planer and Drills

##### ONE YEAR

Boring Mill  
Miller  
Erecting and Dismantling

ONE YEAR Drafting Room

#### BOSTON WOVEN HOSE & RUBBER CO.

ONE YEAR Factory

ONE YEAR Inspection, Clerical and Stock Departments

ONE YEAR Chemical Laboratory, Inspection and Machine Tools Shop

ONE YEAR Testing Department, Production Department, and Mechanical Department

#### THE DENNISON MANUFACTURING CO.

##### ONE YEAR

Carpenter Work  
Electrician's Helper  
Millwright Work

##### ONE YEAR

Machine Shop Stock Room  
Grinding Room  
Machine Shop

##### ONE YEAR

Filing Tracings  
Blueprinting  
Drafting Room Records  
Detailing  
General Drafting

#### EDISON ELECTRIC ILLUMINATING COMPANY OF BOSTON

The schedule of the Edison Electric Illuminating Company of Boston is divided into the following general classifications. Very few co-operating students, if any, obtain experience in all branches, but progress from year to year in the respective branches as conditions require.

##### *Standardizing*

- (a) Testing and standardizing of electrical instruments
- (b) Miscellaneous standardization
- (c) Repairs on electrical instruments
- (d) Laboratory high voltage tests

##### *Steam Practice*

- (a) Turbine, engine and boiler tests
- (b) Instrument tests and repairs
- (c) Miscellaneous tests

##### *Electrical Testing*

- (a) Testing and repairing of electrical instruments in power stations and sub-stations
- (b) Cable tests
- (c) High voltage tests on apparatus and in the field
- (d) Checking up construction work
- (e) Miscellaneous electrical tests

*Chemical Engineering*

(a) Fuel analysis

(b) Miscellaneous tests and analysis of oils, water paints and other materials

*Photography**Office Work***HUNT-SPILLER MANUFACTURING CORPORATION**

ONE YEAR General laboratory and plant work, including preparation of samples

Pyrometry

Use and care of Metallurgical apparatus

ONE YEAR Complete analysis of coal, coke, limestone, sand, iron, soil, etc.

ONE YEAR Keeping of general metallurgical records, filing, and making of reports

ONE YEAR Analysis for combined, graphitic, and total carbon with a complete knowledge of a carbon combustion apparatus.

**NORTON COMPANY, Grinding Machine Division**

ONE YEAR

Tool Crib

Automatic Screw Machine

Engine Lathe

Turret Lathe

Drills

ONE YEAR

Milling Machine

Gear Cutter

Boring Mill

Planer

Grinder

ONE YEAR

Assembly

Inspection

Stock Room (finished parts)

Production Office

**SIMPLEX WIRE AND CABLE COMPANY**

The first two years are devoted to general plant training which is primarily the same for Electrical, Mechanical and Chemical students, except that the schedules are designed to give more extended training in the departments more closely allied to the course of study. The senior year is devoted entirely to the department for which the student is studying.

ONE YEAR

Insulating Department

Braiding Department

Cable Department

ONE YEAR

Twisting Department

Machine Shop

Plant Construction

ONE YEAR

Electrical Testing

or

Drafting Room

or

Chemical Laboratory

**WESTERN ELECTRIC COMPANY**

ONE YEAR

Preanalysis Department

Wood Work and Wood Finish

Metal Working and Plugs

Metal Finishing

ONE YEAR

Central Office Apparatus

Sub Sets and Coin Collector

Desk Stands and Dials

A. T. &amp; T. Instruments

ONE YEAR

Cable Terminals

Preanalysis

Switchboard Wiring

Inspection







*Co-operating Firms*

The following firms co-operate with the Day Collegiate Schools of Northeastern University, some with one school and some with the other or both, when students are available and business conditions warrant:

ABERTHAW CONSTRUCTION COMPANY, Boston  
ACME SMELTING COMPANY, Everett  
ALLEN & DREW, Inc., Cambridge  
AMERICAN AGRICULTURAL CHEMICAL COMPANY, Weymouth  
AMERICAN BRASS COMPANY, Waterbury, Conn.  
AMERICAN ELECTRIC FURNACE COMPANY, South Boston  
AMERICAN ELECTRICAL WORKS, Phillipsdale, R. I.  
AMERICAN PRINTING COMPANY, Fall River  
AMERICAN SCHAFER & BUDENBERG CORPORATION, Worcester  
AMERICAN STEEL & WIRE COMPANY, Worcester  
AMERICAN WOOLEN COMPANY, Lawrence and Maynard  
AMES SHOVEL & TOOL COMPANY, North Easton  
AMOROSO MANUFACTURING COMPANY, Boston  
APEX CHOCOLATES COMPANY, Cambridge  
APPLETON, THOMAS A., Civil Engineer, Salem  
ARCADE MALLEABLE IRON COMPANY, Worcester  
ARNOLD MACHINE COMPANY, Rockland  
ASHTON VALVE COMPANY, Cambridge  
ASPINWALL & LINCOLN, Boston  
ASSOCIATED FACTORY MUTUAL FIRE INSURANCE COMPANIES, Boston  
ATLANTIC WORKS, East Boston  
ATWOOD & MORRILL, Salem  
ATWOOD, F. C., Newton  
AULSON TANNING MACHINERY COMPANY, Salem  
BACON, ARTHUR W., Civil Engineer, New Britain, Conn.  
BAILEY MANUFACTURING COMPANY, Amesbury  
BANGOR HYDRO-ELECTRIC COMPANY, Bangor, Me.  
BARNES, ROWLAND H., Civil Engineer, Waltham  
BARRETT COMPANY, THE, Everett  
BARRETT, LEON J., COMPANY, Worcester  
BATES, C. J., & SON, Chester, Conn.  
BEACON ELECTRIC COMPANY, Brookline  
BEACON OIL COMPANY, Everett  
BEE MACHINE COMPANY, Lynn  
BELDING-HEMINWAY SILK COMPANY, Putnam, Conn.  
BERRY DRAFTING SERVICE, Boston  
BETHLEHEM SHIPBUILDING CORPORATION, Quincy  
BIRD AND SON, Inc., East Walpole  
BLAKE ELECTRIC MANUFACTURING COMPANY, Boston  
BLAKE PUMP COMPANY, Fitchburg  
BLANCHARD MACHINE COMPANY, Cambridge  
BOSTON & ALBANY RAILROAD, Boston  
BOSTON, CITY OF, Assessors' Department, Boston  
BOSTON CONSOLIDATED GAS COMPANY  
BOSTON GEAR WORKS, Quincy  
BOSTON ICE COMPANY, Boston  
BOSTON INSULATED WIRE & CABLE COMPANY, Dorchester  
BOSTON MACHINE WORKS, Lynn  
BOSTON & MAINE RAILROAD, Boston  
BOSTON SAND AND GRAVEL COMPANY, Boston

BOSTON UNIVERSITY, Laboratory, Boston  
BOSTON WOVEN HOSE & RUBBER COMPANY, Cambridge  
BOSTON Y. M. C. A., Boston  
BRADFORD DYEING ASSOCIATION, Bradford, Rhode Island  
BRADFORD & WEED, Civil Engineers, Lynn  
BRANCH, ERNEST W., Civil Engineer, Quincy  
BRIDGEPORT BRASS COMPANY, Bridgeport, Conn.  
BRIGHTON ABATTOIR, Brighton  
BROCKTON EDISON COMPANY, Brockton  
BROOKS, E. M., Civil Engineer, Newtonville  
BROWN, BURTIS S., Consulting Engineer, Boston  
BROWNING, DRAKE CORPORATION, Waltham  
BRYANT, HENRY F., Civil Engineer, Brookline  
BUCK, HENRY ROBINSON, Hartford, Conn.  
BUFF AND BUFF MANUFACTURING COMPANY, Jamaica Plain  
BUTT, H. G., MANUFACTURING COMPANY, Boston  
CAMBRIDGE ELECTRIC LIGHT COMPANY, Cambridge  
CAMBRIDGE RUBBER COMPANY, Cambridge  
CAPE & VINEYARD ELECTRIC COMPANY, Falmouth  
CARTER, WILLIAM COMPANY, Needham  
CASEY FOSTER COMPANY, Boston  
CENTRAL MAINE POWER COMPANY, Lewiston  
CHAMPION RADIO WORKS, Danvers  
CHAMPLIN, WILLIAM H., INC., Medford  
CHASE & GILBERT, Engineers, Boston  
CHASE-SHAWMUT COMPANY, Newburyport  
CITIES SERVICE REFINING COMPANY, East Braintree  
CITIZENS' GAS LIGHT COMPANY, Quincy  
CLAPP, E. H., RUBBER COMPANY, Hanover  
CLARKE, V. B., Civil Engineer, Ansonia, Conn.  
CLEMENTS, GEORGE F., Civil Engineer, Hyannis  
CLIFTON MANUFACTURING COMPANY, Jamaica Plain  
COBB, BEESLEY & MILES, Civil Engineers, Springfield  
COFFIN VALVE COMPANY, Neponset  
COLLYER INSULATED WIRE COMPANY, Pawtucket, R. I.  
CONCORD ELECTRIC LIGHT DEPARTMENT, Concord  
CONDIT ELECTRICAL MANUFACTURING CORPORATION, South Boston  
CONE AUTOMATIC MACHINE COMPANY, Windsor, Vt.  
CONNECTICUT STATE HIGHWAY DEPARTMENT, Hartford, Conn.  
CONSOLIDATED ELECTRIC LAMP COMPANY, Lynn  
CONVERSE RUBBER SHOE COMPANY, Malden  
CORBETT, E. M., Civil Engineer and Architect, Fall River  
CORBIN, P. & F., COMPANY, New Britain, Conn.  
COSGROVE, JOHN F., Town Engineer, Lexington  
COUCH, S. H., COMPANY, Quincy  
CRAFTEX COMPANY, Brighton  
CRITTENDEN MANUFACTURING COMPANY, Jamaica Plain  
CROCKER, H. S., City Engineer, Brockton  
CROCKER-McELWAIN COMPANY, Holyoke  
CUMBERLAND COUNTY POWER & LIGHT COMPANY, Portland, Me.  
CUNARDI COMPANY, Boston  
CURTIN, ANDREW F., & SON, Medford  
DALTON MARSH COMPANY, Danvers  
DENNISON MANUFACTURING COMPANY, Framingham  
DEWEY & ALMY CHEMICAL COMPANY, North Cambridge  
DOBLE ENGINEERING COMPANY, Medford Hillside  
DOLLE ELECTRICAL MACHINE COMPANY, Boston  
DONNELLY MACHINE COMPANY, Brockton

DONOVAN, L. E., Electrical Contractor, Somerville  
DRAKE, A. B., Civil Engineer, New Bedford  
DRAPER CORPORATION, The, Hopedale  
DYER, JOHN, Civil Engineer, Melrose  
DYER, SAMUEL, Town Engineer, Framingham  
EASTERN MASSACHUSETTS STREET RAILWAY COMPANY, Revere  
EDISON ELECTRIC ILLUMINATING COMPANY OF BOSTON  
ELECTRIC LIGHT & POWER COMPANY OF ABINGTON & ROCKLAND, North Abington  
ELECTRIC INSTALLATION COMPANY, Boston  
ELECTRIC REPAIR COMPANY, Bridgeport, Conn.  
E. I. DUPONT DE NEMOURS COMPANY, Everett  
ELLIOTT ADDRESSING MACHINE COMPANY, Cambridge  
ELLIS MANUFACTURING COMPANY, Milldale, Conn.  
EMERSON APPARATUS COMPANY, Melrose  
ENGINEERING PRODUCTS, INC., Cambridge  
EPPLEY RESEARCH LABORATORY, Newport, R. I.  
ERIE RAILROAD COMPANY, New York, N. Y.  
EVANS, R. R., Essex County Engineer, Salem  
EVATT, W. M., COMPANY, Boston  
FALES, L. F., Walpole  
FALL RIVER ELECTRIC LIGHT COMPANY, Fall River  
FELLOWS GEAR SHAPER COMPANY, Springfield, Vt.  
FINK & FINK, Surveyors, Boston  
FIRESTONE FOOTWEAR COMPANY, Hudson  
FIRST NATIONAL BANK OF BOSTON  
FORBES & MYERS, Worcester  
FORBES LITHOGRAPH COMPANY, Chelsea  
FOXBORO COMPANY, The, Foxboro  
FULLER, GEORGE A., COMPANY, Boston  
FULTON LIGHT, HEAT & POWER COMPANY, Fulton, N. Y.  
GAMEWELL COMPANY, THE, Newton Upper Falls  
GANNETT, C. H., COMPANY, Boston  
GENERAL ALLOYS COMPANY, South Boston  
GENERAL AMPLIFIER COMPANY, Cambridge  
GENERAL ELECTRIC COMPANY, Bridgeport, Conn.  
GENERAL ELECTRIC COMPANY, Lynn  
GENERAL ELECTRIC COMPANY, Pittsfield  
GENERAL INDUSTRIES COMPANY, Waltham  
GENERAL RADIO COMPANY, Cambridge  
GENERAL SEA FOODS COMPANY, Gloucester  
GIBBY FOUNDRY COMPANY, East Boston  
GILBERT, A. C., COMPANY, New Haven, Conn.  
GINN AND COMPANY, East Cambridge  
GLEASON ENGINEERING CORPORATION, Wellesley  
GLOUCESTER ELECTRIC COMPANY, Gloucester  
GOWING, Frederick H., Architect, Boston  
GRAHAM PAIGE COMPANY OF NEW ENGLAND, Boston  
GRATON & KNIGHT MANUFACTURING COMPANY, Worcester  
GREENFIELD ELECTRIC LIGHT & POWER COMPANY, Greenfield  
GREENFIELD TAP & DIE CORPORATION, Greenfield  
GRIFFIN, George A., Woods Hole  
HAMMETT, J. L., COMPANY, Cambridge  
HARTFORD, CITY OF, Engineering Department, Hartford, Conn.  
HARTFORD ELECTRIC LIGHT COMPANY, THE, Hartford, Conn.  
HARVEY, ARTHUR C., COMPANY, Boston  
HAVERHILL, CITY OF, Engineering Department, Haverhill  
HAYWARD & HAYWARD, Civil Engineers, Brockton  
HAYWARD, R. LORING, Civil Engineer, Taunton



HEDLUND, CHARLES, COMPANY, Quincy  
HEGEMAN-HARRIS COMPANY, INC., Boston  
HEINZE ELECTRIC COMPANY, Lowell  
HILL, GEORGE A., COMPANY, Lowell  
HIXON ELECTRIC COMPANY, Boston  
HODGMAN RUBBER COMPANY, Framingham  
HOLTZER CABOT ELECTRIC COMPANY, Roxbury  
HOLYOKE WATER POWER COMPANY, Holyoke  
HOOD RUBBER COMPANY, Watertown  
HOWE & FRENCH, INC., Boston  
HOYT, SAMUEL W., JR., CORPORATION, South Norwalk, Conn.  
HUMPHREY, C. B., COURT SURVEYOR, Boston  
HUNT-SPILLER MANUFACTURING CORPORATION, South Boston  
HYGRADE LAMP COMPANY, Salem  
INTERNATIONAL BUSINESS MACHINES CORPORATION, New York, N. Y.  
INTERNATIONAL ENGINEERING WORKS, Framingham  
INTERNATIONAL PAPER COMPANY, Franklin, N. H.  
INTERNATIONAL PAPER COMPANY, Wilder, Vt.  
INTERNATIONAL SILVER COMPANY, Meriden, Conn.  
JAGER, CHARLES J., COMPANY, Boston  
JARVIS ENGINEERING COMPANY, South Boston  
JOHNSON, H. A., COMPANY, Boston  
JONES & LAMSON MACHINE COMPANY, Springfield, Vt.  
JORDAN MARSH COMPANY, Boston  
JOY, C. F., JR., CIVIL ENGINEER, Milton  
JOYCE, F. A., CIVIL ENGINEER, Belmont  
KEENE GAS & ELECTRIC COMPANY, Keene, N. H.  
KELSEY, COMPANY, THE, Boston  
KENDALL, F. H., MIDDLESEX COUNTY ENGINEER, Cambridge  
KENNEY BROS. & WOLKINS, Boston  
KINNEY MANUFACTURING COMPANY, Jamaica Plain  
KNIGHTS, A. A., & SON, CORPORATION, Boston  
LEONARD & BAKER STOVE COMPANY, Taunton  
LEVER BROTHERS COMPANY, SOAP MANUFACTURERS, Cambridge  
LEWIS MANUFACTURING COMPANY, East Walpole  
LINDSAY, P. K., & COMPANY, Boston  
LITTLE, ARTHUR D., COMPANY, INC., Cambridge  
LIVINGSTON MANUFACTURING COMPANY, Rockland, Me.  
LOCKE REGULATOR COMPANY, Salem  
LUNDIN ELECTRIC & MACHINE COMPANY, Boston  
LYNN, CITY OF, ENGINEERING DEPARTMENT, LYNN  
LYNN SUPPLY COMPANY, LYNN  
MACE, ALBERT E., COMPANY, Roxbury  
MAINE STATE HIGHWAYS, Augusta, Me.  
MALDEN GRINDING & WELDING COMPANY, Malden  
MALDEN MACHINE TOOL COMPANY, Malden  
MALDEN & MELROSE GAS & ELECTRIC COMPANY, Malden  
MANHASSET MANUFACTURING COMPANY, Putnam, Conn.  
MANNING, MAXWELL & MOORE, INC., Fitchburg  
MARDEN, L. O., COUNTY ENGINEER, Worcester  
MARINE HARDWARE COMPANY, Peabody  
MARLBORO, CITY OF, ENGINEERING DEPARTMENT, MARLBORO  
MASON REGULATOR COMPANY, Milton  
MASON, W. A., & SON, COMPANY, Cambridge  
MASSACHUSETTS DEPARTMENT OF PUBLIC HEALTH, Boston  
MASSACHUSETTS DEPARTMENT OF PUBLIC UTILITIES, Boston  
MASSACHUSETTS DEPARTMENT OF PUBLIC WORKS, TESTING LABORATORY, Boston  
MASSACHUSETTS INSTITUTE OF TECHNOLOGY, Cambridge

MASSACHUSETTS PUBLIC WORKS DEPARTMENT, Division of Highways, Boston  
MAYNARD, FORREST J., Town Engineer, Milton  
McELWAIN, W. H., COMPANY, Manchester, N. H.  
McINTYRE, KENNETH E., Franklin  
MEDFORD, CITY OF, Engineering Department, Medford  
MELROSE, CITY OF, Engineering Department, Melrose  
MEREDITH ELECTRIC LIGHT COMPANY, Meredith, N. H.  
MERRIMAC CHEMICAL COMPANY, North Woburn and Everett  
METCALF & EDDY, Boston  
METROPOLITAN DISTRICT COMMISSION, Boston  
MONTAGUE, E. N., West Acton  
MORGAN CONSTRUCTION COMPANY, Worcester  
MORSE TWIST DRILL & MACHINE COMPANY, New Bedford  
MORSE, WILLIAM P., City Engineer, West Newton  
NATIONAL COMPANY, Malden  
NATIONAL RAILWAY SIGNAL COMPANY, Boston  
NATIONAL SPUN SILK COMPANY, New Bedford  
NEEDHAM, TOWN OF, Engineering Department, Needham  
NEPTRON COMPANY, Beverly  
NEW BEDFORD GAS & EDISON LIGHT COMPANY, New Bedford  
NEW DEPARTURE MANUFACTURING COMPANY, Bristol, Conn.  
NEW ENGLAND CONFECTIONERY COMPANY, Boston  
NEW ENGLAND FUEL AND TRANSPORTATION COMPANY, Everett  
NEW ENGLAND POWER COMPANY, Worcester and Boston  
NEW ENGLAND PRESSED STEEL COMPANY, Natick  
NEW ENGLAND STRUCTURAL COMPANY, Everett  
NEW ENGLAND TELEPHONE & TELEGRAPH COMPANY, Brockton  
NEW LONDON SHIP & ENGINE COMPANY, Groton, Conn.  
NEW YORK, NEW HAVEN & HARTFORD RAILROAD  
NESBIT & GRIFFIN, Inc., Portland, Me.  
NORFOLK IRON WORKS, Quincy  
NORFOLK PAINT & VARNISH COMPANY, Norfolk Downs  
NORTHEASTERN UNIVERSITY, Boston  
NORTH PACKING & PROVISION COMPANY, East Cambridge  
NORTON COMPANY, Worcester  
NORWOOD, TOWN OF, Engineering Department, Norwood  
OLD COLONY FOUNDRY, East Bridgewater  
OXFORD PAPER COMPANY, Rumford, Me.  
PANTHER RUBBER MANUFACTURING COMPANY, Stoughton  
PARKER, BATEMAN & CHASE, Clinton  
PARKS-CRAMER COMPANY, Fitchburg  
PAYNE, F. S., Company, Boston  
PERKINS, LEWIS W., Civil Engineer, Scituate  
PETERS, A. C., Boston  
PHILLIPS, E. L., & COMPANY, New York  
PHILLIPS-BAKER RUBBER COMPANY, Providence, R. I.  
PLYMOUTH CORDAGE COMPANY, Plymouth  
PLYMOUTH ELECTRIC LIGHT COMPANY, Plymouth  
PNEUMATIC SCALE CORPORATION, Norfolk Downs  
PORTLAND, MAINE, Department of Public Works  
POWDRELL & ALEXANDER, Inc., Danielson, Conn.  
PRATT, HERBERT A., Worcester  
PRATT & WHITNEY AIRCRAFT COMPANY, Hartford, Conn.  
QUEENS BOROUGH GAS & ELECTRIC COMPANY, Far Rockaway, N. Y.  
RAFFI & SWANSON, Chelsea  
RAND, JOHN F., Civil Engineer, Melrose  
RAWSON ELECTRICAL INSTRUMENT COMPANY, Cambridge  
RAYBESTOS COMPANY, The, Bridgeport, Conn.

RAYTHEON MANUFACTURING COMPANY, Newton  
REFRIGERATING MACHINERY COMPANY, Boston  
REVOLVATOR COMPANY, Jersey City, N. J.  
RICHARDSON, HERBERT, Hyannis  
RICKARD SHOE COMPANY, Haverhill  
RIDLON, FRANK, COMPANY, Boston  
RIVERSIDE BOILER WORKS, Cambridge  
ROCKWOOD SPRINKLER COMPANY, Worcester  
ROSENBLATT BROTHERS, Framingham  
RUBBER WELD SALES COMPANY, Cambridge  
RUGGLES-KLINGEMANN MANUFACTURING COMPANY, Salem  
SACO-LOWELL SHOPS, Newton Upper Falls  
SAMSON ELECTRIC COMPANY, Canton  
SANBORN COMPANY, Instrument Manufacturers, Cambridge  
SAYLES FINISHING PLANTS, Saylesville, Rhode Island  
SCHEIN & LEVINE, Engineers, Chelsea  
SEA SLED CORPORATION, Mystic, Conn.  
SETH THOMAS CLOCK COMPANY, Thomaston, Conn.  
SHATTUCK, L. H., Inc., Manchester, N. H.  
SHAY & SHAY, Civil Engineers, Lynn  
SHORE CORPORATION, Atlantic  
SIMONS KNITTING MILL, Needham Heights  
SIMPLEX WIRE AND CABLE COMPANY, Cambridge  
SIMPSON BROTHERS CORPORATION, Boston  
SKINNER ORGAN COMPANY, Dorchester  
SKINNER & SHERMAN, Inc., Boston  
SMITH, H. B., COMPANY, Westfield  
SMITH, W. D., Electric Company, Boston  
SNOW, Bayard F., Boston  
SNOW, NEWELL B., Civil Engineer, Barnstable  
SOMERVILLE MACHINE & FOUNDRY COMPANY, Somerville  
SPAULDING-MOSS COMPANY, Boston  
SPRINGFIELD GAS LIGHT COMPANY, Springfield  
SPECIALTY AUTOMATIC MACHINERY COMPANY, Waltham  
SPRACO, Inc., Somerville  
SPRAGUE SPECIALTIES COMPANY, North Adams  
STAFFORD COMPANY, THE, Readville  
STANDARD OIL COMPANY OF NEW YORK, East Cambridge  
STANLEY WORKS, THE, New Britain, Conn.  
STARRETT, L. S., TOOL COMPANY, Athol  
STATE OF NEW YORK, Department of Public Works, Poughkeepsie, N. Y.  
STONE & WEBSTER, Inc., Boston  
STRATHMORE PAPER COMPANY, WORONOCO  
STURTEVANT, B. F., COMPANY, Hyde Park  
SUBMARINE SIGNAL CORPORATION, Boston  
SUNCOOK MILLS COMPANY, Suncook, N. H.  
SVETKEY, B., Boston  
SWEET & KENDALL, Gardner  
SYMONDS, HENRY A., Boston  
THONER & MARTENS, Boston  
TILO ROOFING COMPANY, Somerville  
TIME-O-STAT CONTROLS COMPANY, Boston  
TITUS, JOHN E., Newton Upper Falls  
TOWER MANUFACTURING CORPORATION, Boston  
TOWN OF STRATFORD, Engineering Department, Stratford, Conn.  
TRUMBULL ELECTRIC MANUFACTURING COMPANY, Plainville, Conn.  
TURNER CONSTRUCTION COMPANY, Boston  
TURNERS FALLS POWER & ELECTRIC COMPANY, Turners Falls

TURNER TANNING MACHINERY COMPANY, Peabody  
TUTTLE, MORTON C., COMPANY, Boston  
UNDERWOOD TYPEWRITER COMPANY, Hartford, Conn.  
UNION TWIST DRILL COMPANY, Athol  
UNITED ELECTRIC LIGHT COMPANY, Springfield  
UNITED ELECTRIC RAILWAYS COMPANY, Providence, R. I.  
UNITED ILLUMINATING COMPANY, Bridgeport, Conn.  
UNITED SHOE MACHINERY CORPORATION, Beverly  
UNITED STATES AUTOMATIC BOX MACHINE COMPANY, Newtonville  
UNIVERSAL HOIST & BODY COMPANY, Everett  
UNIVERSAL RADIO SERVICE COMPANY, Cambridge  
VAN VALKENBURGH, J. J., Civil Engineer, Framingham  
VAUGHAN ENGINEERS, Boston  
VERMONT STATE HIGHWAY BOARD, Montpelier, Vt.  
VISCOLOID COMPANY, Leominster  
WALKER & PRATT MANUFACTURING COMPANY, Watertown  
WALTHAM, CITY OF, Department of Public Works, Waltham  
WALTHAM MACHINE WORKS, Waltham  
WALTHAM WATCH COMPANY, Waltham  
WARD, SAMUEL, MANUFACTURING COMPANY, Boston  
WARREN BROTHERS COMPANY, Cambridge  
WARREN TELECHRON COMPANY, Ashland  
WATERBURY FARREL FOUNDRY & MACHINE COMPANY, Waterbury, Conn.  
WATTS REGULATOR COMPANY, Lawrence  
WELLESLEY COLLEGE, Wellesley  
WEST BOSTON GAS COMPANY, Framingham  
WESTERN ELECTRIC COMPANY, INC., Boston  
WESTERN ELECTRIC COMPANY, INC., West Haven, Conn.  
WESTINGHOUSE ELECTRIC & MANUFACTURING COMPANY, Springfield  
WEYMOUTH LIGHT & POWER COMPANY, Weymouth  
WHIDDEN BEEKMAN COMPANY, Boston  
WHITE, HARTLEY L., Civil Engineer, Braintree  
WHITMAN & HOWARD, Boston  
WHITON, D. E., MACHINE COMPANY, New London, Conn.  
WINEBAUM & WEXLER, Civil Engineers, Boston  
WIRELESS SPECIALTY APPARATUS COMPANY, Jamaica Plain  
WOBURN MACHINERY COMPANY, Woburn  
WOLLASTON FOUNDRY COMPANY, Norfolk Downs  
WOODFALL, J. LESLIE, Town Engineer, Belmont  
WOODS, S. A., MACHINE COMPANY, Boston  
WORCESTER ELECTRIC LIGHT COMPANY, Worcester  
WORTHINGTON PUMP AND MACHINERY CORPORATION, Harrison, N. J.  
WRIGHT, L. H., Village Engineer, Newark, N. Y.



## *Relation of Northeastern University To Secondary Schools*

Northeastern University is democratic in spirit. Its students come from all walks of life. They come from small schools and large schools, both public institutions and private academies. They are from wealthy families as well as from those that are in moderate circumstances.

At the same time, Northeastern University is peculiarly adapted to the high school graduate with limited financial resources who has the ambition and ability to get ahead if given the opportunity.

The following list of high schools is representative of the schools from which the students in the Day Division, Northeastern University, have graduated:

Abington High School	Beverly High School
Adams High School	Boston College High School
Afton (N. Y.) High School	Boston English High School
Allen Military Academy (Newton)	Boston High School of Commerce
Amesbury High School	Boston Latin School
Amherst High School	Boston Trade School
Anatolia College (Salonica, Greece)	Bourne High School
Annapolis Royal Academy	Bradford (Vt.) Academy
(Annapolis Co., Nova Scotia)	Braintree High School
Ansonia (Conn.) High School	Brattleboro (Vt.) High School
Arecibo (Porto Rico) High School	Brewster Academy (Wolfeboro, N. H.)
Arlington High School	Bridge Academy (Dresden Mills, Me.)
Aroostook Central Institute	Bridgewater High School
(Mars Hill, Me.)	Brighton High School
Ashland High School	Bristol (Conn.) High School
Athol High School	Bristol (N. H.) High School
Attleboro High School	Bristol High School (Pemaquid, Me.)
Avon High School	Brockton High School
Ayer High School	Bromfield High School (Harvard)
Babylon (N. Y.) High School	Brookfield High School
Bacon Academy (Colchester, Conn.)	Brookline High School
Baldwinsville (N. Y.) High School	Bulkeley High School
Bangor (Me.) High School	(New London, Conn.)
Barnstable High School (Hyannis)	Cambridge High and Latin School
Bartlett High School (Webster)	Camden (Me.) High School
Barton (Vt.) High School	Canaan (Vt.) High School
Bassano High School (Alberta, Can.)	Candia (Greece) High School
Belchertown High School	Caribou (Me.) High School
Belfast (Me.) High School	Chapman Technical School
Belmont High School	(New London, Conn.)
Benson Polytechnic School	Chauncy Hall Preparatory School
(Portland, Oregon)	(Boston)
Berkeley Preparatory School (Boston)	Chelmsford High School
Berlin (N. H.) High School	Chelsea High School
Berwick Academy (So. Berwick, Me.)	Chelsea (Vt.) High School
Bethel (Conn.) High School	Chester (Conn.) High School

- Chicopee High School  
 Cincinnatus (N. Y.) High School  
 Clinton High School  
 Cohasset High School  
 Cohocton (N. Y.) High School  
 Colby Academy (New London, N. H.)  
 Concord High School  
 Concord (N. H.) High School  
 Cony High School (Augusta, Me.)  
 Corinth (N. Y.) High School  
 Danbury (Conn.) High School  
 Danvers High School  
 Dartmouth High School  
 Dean Academy (Franklin)  
 Dedham High School  
 Deering High School (Portland, Me.)  
 Dewitt Clinton High School  
 (New York, N. Y.)  
 Dorchester High School  
 Douglas (Ariz.) High School  
 Douglas High School (Baltimore, Md.)  
 Drury High School (North Adams)  
 Dwight & Stuyvesant High School  
 (New York, N. Y.)  
 East Boston High School  
 East Bridgewater High School  
 Easthampton High School  
 East Hartford (Conn.) High School  
 East High School (Rochester, N. Y.)  
 E. Maine Conference Seminary  
 (Bucksport, Me.)  
 East Millerick High School  
 (Erie, Penn.)  
 Ellsworth (Me.) High School  
 Emerson High School  
 (W. Hoboken, N. J.)  
 Everett High School  
 Exeter (N. H.) High School  
 Fairhaven High School  
 Fall River High School  
 Farmington High School  
 (Unionville, Conn.)  
 Fitchburg High School  
 Flushing (N. Y.) High School  
 Ft. Covington (N. Y.) High School  
 Foxboro High School  
 Framingham High School  
 Franklin High School  
 Franklin (N. H.) High School  
 Franklin Union (Boston)  
 Fred Douglas High School  
 (Cambridge)  
 Fredonia (N. Y.) High School  
 Freehold (N. J.) High School  
 Gardiner (Me.) High School  
 Gardner High School  
 General Electric Training School  
 (Lynn)  
 Gilbert School (Winsted, Conn.)  
 Gloucester High School  
 Good Will High School (Hinckley, Me.)  
 Grafton High School  
 Great Barrington High School  
 Great Neck (N. Y., High School)  
 Greely Institute (Cumberland, Me.)  
 Greenfield High School  
 Greenville (Me.) High School  
 Groton (Vt.) High School  
 Groveland High School  
 Hamilton High School  
 Hampstead (N. H.) High School  
 Hampton (N. H.) Academy  
 Hanover High School  
 Hanover (N. H.) High School  
 Hartford (Conn.) Public High School  
 Hartford High School  
 (White River Junction, Vt.)  
 Haverhill High School  
 Haverling High School (Bath, N. Y.)  
 Hebron (Me.) Academy  
 Hingham High School  
 Holbrook High School  
 Holden High School  
 Holley (N. Y.) High School  
 Holliston High School  
 Holyoke High School  
 Homer (N. Y.) Academy  
 Hopedale High School  
 Houlton (Me.) High School  
 Howard High School  
 (W. Bridgewater)  
 Hudson High School  
 Hudson (N. Y.) High School  
 Huntington School (Boston)  
 Hyde Park High School  
 Ithaca (N. Y.) High School  
 Jamaica Plain High School  
 Johnson High School (N. Andover)  
 Johnson (Vt.) High School  
 Johnston (N. Y.) High School  
 Joplin (Mo.) High School  
 Jordan High School (Lewiston, Me.)  
 Keene (N. H.) High School  
 Kents Hill (Me.) Seminary  
 Killingly High School  
 (Danielson, Conn.)  
 Kingfield (Me.) High School  
 Kingston High School  
 Kingston (N. Y.) High School  
 Lawrence Academy (Groton)  
 Lawrence High School (Falmouth)  
 Lawrence High School  
 Leavenworth High School  
 (Waterbury, Conn.)  
 Lee High School  
 Leominster High School  
 Lewis High School  
 (Southington, Conn.)

- Lexington High School  
Lincoln High School  
(Paducah, Ky.)  
Littleton High School  
Livermore Falls (Me.) High School  
Liverpool High School  
(Nova Scotia, Canada)  
Lockport (N. Y.) High School  
Los Angeles Polytechnic School (Cal.)  
Lowell High School  
Lowell Institute (Boston)  
Lynn Classical High School  
Lynn English High School  
Madison (Me.) High School  
Malden High School  
Mamaroneck (N. Y.) High School  
Manchester (N. H.) High School  
Manning High School (Ipswich)  
Mansfield High School  
Marblehead High School  
Marion (N. Y.) High School  
Marlboro High School  
Maynard High School  
Mechanic Arts High School (Boston)  
Medfield High School  
Medford High School  
Medway High School  
Melrose High School  
Meriden (Conn.) High School  
Middleboro High School  
Middletown (Conn.) High School  
Middletown (N. Y.) High School  
Milford High School  
Milo (Me.) High School  
Milton High School  
Moneola (N. Y.) High School  
Montgomery (N. Y.) High School  
Montpelier (Vt.) High School  
Morris Run (Pa.) High School  
Morristown (N. J.) High School  
Mt. Hermon School  
Mumenas, Pr., High School  
(Kovno, Lithuania)  
Nantucket High School  
Nashua (N. H.) High School  
Natick High School  
Naugatuck (Conn.) High School  
Needham High School  
New Bedford High School  
New Bedford Vocational School  
New Boston (N. H.) High School  
New Britain (Conn.) High School  
Newburyport High School  
New England Preparatory School  
(Boston)  
New Hampton (N. H.) Literary Inst.  
New Haven (Conn.) High School  
New London (Conn.) Vocational School  
New Milford (Conn.) High School  
Newport High School (Detroit, Me.)  
Newport (Vt.) High School  
New Port High School (Wanamie, Pa.)  
New Salem Academy  
Newton Parochial High School  
Newton Classical High School  
Newton Vocational School  
(Newtonville)  
Northampton High School  
North Attleboro High School  
North Brookfield High School  
Northeastern Preparatory School  
(Boston)  
Northfield High School  
North Tonawanda (N. Y.) High School  
North Yarmouth (Me.) Academy  
Norton High School  
Norway (Me.) High School  
Norwell High School  
Norwich High School (Ontario, Can.)  
Norwood High School  
Old Town (Me.) High School  
Oliver Ames High School  
(North Easton)  
Orange High School  
Oswego (N. Y.) High School  
Park Ridge (N. J.) High School  
Parsonfield (Me.) Seminary  
Paterson (N. J.) High School  
Pawtucket (R. I.) High School  
Peabody High School  
Pepperell High School  
Peterboro (N. H.) High School  
Phillips Andover Academy  
Pittsfield High School  
Plymouth High School  
Portland (Me.) High School  
Port Washington (N. Y.) High School  
Pratt High School (Essex, Conn.)  
Prattsburg High School (N. Y.)  
Prince of Wales College  
(Charlottetown, P. E. I., Canada)  
Princeton (Me.) High School  
Proctor (Vt.) High School  
Providence (R. I.) Technical High  
School  
Punchard High School (Andover)  
Putnam (Conn.) High School  
Quincy High School  
Randolph (Vt.) High School  
Reading High School  
Redondo Beach (Cal.) High School  
Rensselaer (N. Y.) High School  
Revere High School  
Rezende Collegio  
(Rio de Janeiro, Brazil)  
Richards High School  
(Newport, N. H.)  
Richford (Vt.) High School

- Ridgewood (N. J.) High School  
 Rindge Technical School (Cambridge)  
 Rochester (Vt.) High School  
 Rockland High School  
 Rockport High School  
 Rogers High School (Newport, R. I.)  
 Rome (N. Y.) Free Academy  
 Sabbatus (Me.) High School  
 Salem High School  
 Sacred Heart High School  
 (Gallup, New Mexico)  
 Sanderson Academy (Ashfield)  
 Saugus High School  
 Scarboro (Me.) High School  
 Scituate High School  
 Sharon High School  
 Shead Memorial High School  
 (Eastport, Me.)  
 Shelton (Conn.) High School  
 Shrewsbury High School  
 Skowhegan (Me.) High School  
 Solon (Me.) High School  
 Somersworth (N. H.) High School  
 Somerville High School  
 South Amboy (N. J.) High School  
 South Manchester (Conn.) High School  
 South Orange (N. J.) High School  
 South Paris and Norway (Me.) High  
 School  
 South Portland (Me.) High School  
 South Roylston (Vt.) High School  
 Spaulding High School (Barre, Vt.)  
 Springfield (Vt.) High School  
 Springfield Technical School  
 Springfield Commerce High School  
 Stafford High School  
 (Stafford Springs, Conn.)  
 St. George's High School  
 (Tenant's Harbor, Me.)  
 St. John's (Mich.) High School  
 St. John's High School  
 (New Brunswick, Canada)  
 St. John's Preparatory School (Danvers)  
 St. Mary's High School (Taunton)  
 Stephens High School (Rumford, Me.)  
 Stevens High School (Claremont, N. H.)  
 Stoneham High School  
 Stonington (Conn.) High School  
 Stoughton High School  
 Stow (Vt.) High School  
 Stratford (Conn.) High School  
 Suffern (N. Y.) High School  
 Suffield (Conn.) High School  
 Sutton High School  
 Swampscott High School  
 Symferopol School (Russia)  
 Taunton High School  
 Templeton High School  
 Thayer Academy (So. Braintree)  
 Thetford (Vt.) Academy  
 Thomaston (Conn.) High School  
 Tilton (N. H.) Seminary  
 Tisbury High School (Vineyard Haven)  
 Torrington (Conn.) High School  
 Tourtellotte Memorial High School  
 (Thompson, Conn.)  
 Townsend High School  
 Troy Conference Academy  
 (Poultney, Vt.)  
 Turner Falls High School  
 Uxbridge High School  
 Waitsfield (Vt.) High School  
 Wakefield High School  
 Walpole High School  
 Waltham High School  
 Wareham High School  
 Warren (Me.) High School  
 Warwick High School  
 (Apponaug, R. I.)  
 Washington High School  
 (Meriden, Conn.)  
 Washington Depot (Conn.) High  
 School  
 Watertown High School  
 Wayland High School  
 Wellesley High School  
 Wells High School (Southbridge)  
 Wentworth Institute (Boston)  
 West High School (Rochester, N. Y.)  
 Westboro High School  
 Westbrook (Me.) Seminary  
 West Haven (Conn.) High School  
 Weston High School  
 West Roxbury High School  
 West Springfield High School  
 Weymouth High School  
 Whitman High School  
 Wilby High School  
 (Waterbury, Conn.)  
 Williamsburg High School  
 Williamstown (Vt.) High School  
 Williston Seminary (Easthampton)  
 Wilmington High School  
 Wilton (Me.) Academy  
 Winchester High School  
 Windsor (Conn.) High School  
 Winter Harbor (Me.) High School  
 Winthrop High School  
 Woburn High School  
 Worcester Classical High School  
 Worcester Commercial High School  
 Worcester English High School  
 Worcester North High School  
 Worcester South High School  
 Wrentham High School  
 Yonkers (N. Y.) High School



## *Engineering Equipment*

### *Field Instruments of Civil Engineering*

For work in the field the Civil Engineering Department possesses various surveying instruments representing the principal makes and types in general use.

The equipment includes four surveyors' compasses, two Keuffel & Esser transits, five Buff & Buff transits, one Buff & Buff triangulation transit, one Berger transit, two Hutchinson transits, one Gurley transit, one Poole transit, two Berger levels, two Keuffel & Esser levels, one Buff & Buff level, one Bausch & Lomb precise level, two Gurley plane tables, two Buff & Buff plane tables, and two Keuffel & Esser plane tables.

There are Locke hand levels, lining rods, leveling rods, stadia rods, engineers' and surveyors' chains, steel and metallic tapes, one 100-foot Invar steel tape, and all the miscellaneous equipment necessary to outfit the parties that the instruments will accommodate. The transits are equipped for astronomical observations. For higher surveying there is an aneroid barometer for barometric leveling, an Invar tape, a sextant for hydrographic surveying, and a Gurley electric current meter for hydraulic measurements.

The extent of the equipment and scope of the field work itself are designed to train the student's judgment as to the relative merits of the various types of field instruments.

### *Mechanical Laboratories*

The Mechanical Engineering Department has a well equipped laboratory, containing new and modern machines run by steam, gasoline, water and electricity. A separate high-pressure steam line connected directly with the boilers in the main building enables the steam-driven apparatus to be run with steam under full boiler pressure.

The steam apparatus located in the laboratory includes the following equipment. A Uniflow steam engine of fifty horsepower capacity and of the latest design is so equipped that a complete engine test may be run on the machine. The auxiliary apparatus connected with the engine includes a prony brake for measuring the output of the machine and a surface condenser is tied in with the exhaust line in order to obtain the steam consumption. A Chicago steam-driven air compressor is arranged to make complete tests on both the steam and air ends of the machine. This compressor is also connected to a surface condenser. A Warren direct-acting steam pump is connected up to

run a standard pump test, the steam end being tied in with a surface condenser and the water end with a rectangular weir for measuring the quantity of water delivered by the pump. A twelve horse-power Curtis steam turbine of the impulse single-stage type, to which is directly connected an absorption dynamometer or water brake, is available for testing. The steam end of this turbine is piped to a Worthington surface condenser and also to a Schutte-Koerting ejector condenser. A small Sturtevant horizontal steam engine is equipped for a complete test with a prony brake for the measurement of power output. Other steam-driven apparatus includes a steam pulsometer pump, a steam injector, two small vertical steam engines for valve setting experiments, and a heat exchanger for determining heat transfer between steam and water.

The hydraulic equipment in the laboratory includes a two-stage centrifugal pump with a dual drive or separate drive as may be desired. The drive is either direct from a 15 horsepower direct current motor or else direct from a Lee single-stage steam turbine. A new six stage centrifugal pump direct-connected to a 40 horsepower direct current motor has been installed for testing purposes. The motor through a speed regulator has a range in speed from 900 R.P.M. to 2200 R.P.M. The pump is rated at 180 G.P.M. against a head of 450 ft. The capacity of the pump is measured by a Venturi tube of the latest design. There is also a rotary pump driven direct by an electric motor. Other machines of a hydraulic nature are a triplex power pump, driven by a five horsepower electric motor, a hydraulic turbine of the Pelton Wheel type, a small single-stage centrifugal pump driven directly by a  $\frac{3}{4}$ -horse power gasoline engine, a triangular and a rectangular weir for measuring quantities of water discharged by the various pumps in the laboratory, besides the necessary tanks, platform scales, and hook gauges.

Under the gas laboratory equipment may be listed a Fairbanks-Morse ten horsepower gasoline and oil engine, so arranged that tests may be run using various kinds of fuels and complete test data obtained; a Ford automobile engine arranged to run tests with different fuels and carburetors; 2 gasoline airplane engines for demonstration purposes and several types of internal combustion engines for testing and demonstration work.

The equipment under the heading of Refrigeration includes a  $\frac{3}{4}$ -ton Frick ammonia refrigerating machine and a small Frigid-aire sulphur dioxide machine of the household size. Both of these machines are arranged for testing purposes. A small Triumph compressor is also available for demonstration work.

For heat treatment, an electric furnace is available with a pyrometer for temperature measurements. A Brinell hardness

tester makes possible tests on various metals for determining their hardness. Under oil testing apparatus is a Saybolt Universal Viscosimeter for viscosity determination and a flash-point and fire point tester for different grades of oil. For finding the heating values of fuels, an Emerson bomb calorimeter is used with necessary gauges and thermometers. Apparatus is also available for gauge testing, measuring flow of air, steam, and water, prony brake testing, determining the quality of steam by means of a throttling and a separating calorimeter, test on an air blower and friction of drives.

The steam power plant is also used for testing purposes. The plant is equipped with a flow meter in the feedwater line, steam pressure gauges, scales, electrical meters, thermometers, indicators, draft recorders, Orsat apparatus, CO<sub>2</sub> recorder and other equipment necessary for complete power plant tests. The plant consists of four horizontal return tubular boilers, three of which are equipped for burning coal and one for burning fuel oil; various auxiliary appliances as feed water pumps, feed water heater, oil fuel pumps, and separators; and four three-wire generators, three of which are driven by Ridgeway reciprocating steam engines, and the fourth is direct connected to a Westinghouse-Parsons steam turbine.

This places at the disposal of the students well equipped and up-to-date engineering laboratories and enables them to carry on boiler tests, with both coal and oil as fuel, determine the efficiencies of various fuels, obtain the efficiency of modern reciprocating steam engines of different types, and test air compressors, fans, pumps, water wheels, and gas-engines. This renders the student familiar with the various auxiliary appliances of a modern power plant and links up the class-room instruction with laboratory tests.

### *Electrical Measurements Laboratory*

This laboratory is equipped with apparatus of two distinct types, first, that planned fundamentally for teaching the principles of measurement and, second, that which is used in teaching advanced standardizing methods as well as for keeping the instruments in daily use in the other laboratories, and in the power house, correct or properly calibrated.

It is supplied with three sets of small storage cells for 500-volt calibration work and a set of twelve 500-ampere-hour cells for current work.

The apparatus used in the first type of work includes the customary devices used in such work as resistance measurements by Ohm's law, direct deflection and substitution methods, voltmeter methods for high resistance, insulation resistance,

specific resistance, use of slide wire and Wheatstone bridges, electrostatic capacity, Poggendorf's method of E. M. F. comparison, loop tests for grounds, etc.

For the second type of work there is a laboratory standard Wheatstone bridge, two Kelvin bridges (one of the self-contained type), a Leeds Northrup type Carey-Foster bridge and equipment, two potentiometers with auxiliary apparatus of volt boxes, standard cells, standard shunts of 10, 100, and 500 amperes capacity, a set of resistance standards of Bureau of Standards, and another of Reichsanstalt patterns, also a complete set of Inductance and Capacity Standards; Weston standard current transformer, Weston laboratory standard triple range voltmeter, ammeter and wattmeter for alternating current work and all necessary galvanometers carried on Julius suspensions.

Other equipment includes a complete Reichsanstalt daylight type photometer equipment, Westinghouse oscillograph with full equipment, including a variable 1,000 ampere standard shunt and slow speed film holder, a General Radio Company Vibrating String Oscillograph, special Cathode Ray oscillograph and a capacity bridge working to one micro-micro-Farad. Micro-ammeters, vacuum tube voltmeters, electrostatic voltmeters, thermal meters, standard wave meter, standard Vreeland oscillator, piezo crystals, and other equipment for radio measurements. Briefly, the laboratory is equipped for practically any work in electrical measurements outside the absolute determinations as carried on in National standardizing laboratories.

The instrument room is supplied with eighty-five high grade General Electric Co. and Weston Electric Instrument Co. alternating current voltmeters and ammeters with a number of potential and current transformers, and with nine polyphase and fourteen single-phase indicating wattmeters, each of double current and double voltage ranges.

For direct current working there are seventy-five voltmeters (of triple range), ammeters and millivoltmeters of the above makes. There are thirty-five standard shunts of ranges from ten to 100 amperes with uniform drops of fifty millivolts to go with the millivoltmeters.

There is also a large and varied assortment of auxiliary equipment such as sliding rheostats for circuit control, non-inductive loading resistance, air core loading reactances, frequency indicators, power factor indicators, etc.

### *Electrical Engineering Laboratory*

This laboratory is equipped with sixty generators and motors of different types, the size and voltage ratings being selected to reduce as much as possible the risk from high voltage apparatus



while making available to the student commercial apparatus such that the various quantities it is desired to measure will be of reasonable dimensions.

Machines from five to twenty-five kilowatt capacity are used principally for this reason, but also because the student in his engineering practice early comes in contact with large and varied machinery in power houses and electrical plants generally.

For D. C. working, among others there are two sets of specially matched direct current six-kilowatt, 125-volt compound generators, which will still work as shunt machines. In one the two generators may be joined by a coupling so that they may be used for "pump-back" testing. The other pair are driven individually by ten-kilowatt, 230-volt motors and used principally for parallel operation and similar work. A large 230-volt, 12-kilowatt, 200 R.P.M. Sturtevant motor is used for retardation tests, and an assortment of series, shunt and compound motors each fitted with brake wheels are used for routine motor testing.

For A.C. working there is a fifteen-kilowatt (eighty per cent p.f.) three-phase, 230-volt alternator driven at sixty cycles by a twenty-five horsepower Westinghouse motor, a 7.5 kilowatt special G.E. machine with special armature taps so that it may be used as single-phase, two-phase, three-phase or six-phase synchronous motor.

Two 12.5 kilowatt (eighty per cent, p.f.) G.E. machines having each armature coil tapped out separately, also giving the above phase arrangements, each driven by its own motor are available for use either as synchronous generators or as motors; a five-kilowatt Holtzer Cabot machine with three rotors, making it available as either a squirrel cage, wound rotor, or synchronous machine; a G.E. single-phase clutch motor, a type R.I. induction motor, a Wagner single-phase motor; two Wagner motors arranged for concatenation control, two five-kilowatt Holtzer three-phase synchronous converters, a Westinghouse 7.5-kilowatt, two-phase motor and a ten horsepower Fynn-Weichsel Unity power factor motor.

For transformers there are six single-phase G. E. type H units wound for 550 volts primary and 220-110 volts secondary; two sets of transformers with Scott transformation taps, and a Type R. O. constant current transformer, primary winding for 220-190 volts and secondary for 6.6 amperes, 310 volts maximum fitted with a load of eighty candle power 6.6-amperes, sixty-watt nitrogen filled tungsten lamps, and a pair of 550-220 110 volts G. E. three-phase transformers of 7.5-kva capacity.

For high tension work there have been installed a pair of General Electric transformers of 8-kva. capacity at 100 kilovolts. A special room in the laboratory has been equipped for cable and

insulation testing. The auxiliary equipment includes the necessary sphere gaps, induction regulators, calibrated voltmeters, etc., the transformers being supplied from a special motor-driven generator. During the current year the set will be completed with the addition of necessary kenotron tubes and controls for the rectification of the high potential alternating current for direct current working.

There is also a full equipment of necessary control and regulating appliances and eighteen movable test tables fitted with the necessary terminals, switches, circuit breakers, etc., for setting up the various combinations required from time to time. Each student when performing an experiment does the complete wiring, no apparatus in the laboratory being found permanently wired up except as to its normal, self-contained circuits.

Power is supplied over a special set of feeders, by one or both of two special units in the power house which when on laboratory service are cut clear from any other service whatsoever and potentially controlled from the laboratory.

There are also speed governors and Tirrel regulators, both A.C. and D.C., capable of being used with any special machines found desirable at any particular time.

### *Chemical Laboratories*

The laboratories are arranged in four units, one for each of the general branches of chemistry; *i. e.*, inorganic, analytical, industrial, and organic. To meet the requirements of the inorganic work, the equipment has been very carefully selected.

The laboratory for analytical work is well supplied with the usual resistance glass, silica ware, alundum ware, porcelain ware, platinum crucibles, and electrodes for alloy analysis, as well as apparatus for special work. The balance room connected with this laboratory is well equipped with the latest type of "Chainomatic" and beam balances.

The special equipment includes a Freas electric drying oven, a Hevi-duty electric furnace, Muffle, Fletcher, and gas combustion furnaces, Emerson bomb calorimeter, Parr sulphur photometer, both Orsat and Hempel gas analysis apparatus, Kimley electro-analysis machine, sacharimeter, Babcock milk tester, Saybolt and Engler viscosimeters, New York State and A.S.T.M. open cup flash point testers, Conradson carbon residue tester, A.S.T.M. "sulphur in burning oil" tester, Mackey spontaneous combustion apparatus, rubber and Soxhlet extraction apparatus, Hoskins electric combustion furnace, Bausch and Lomb microscope fitted with vertical illuminator, grinding and polishing apparatus for metallographical works, La Motte hydrogen-ion determination set, electrometric apparatus for hydrogen-ion

determination, electric stirrers, Shriver type filter press, Holtzer Cabot motor generator unit, and an Allen-Moore electrolytic cell, together with pyrometers, thermometers, hydrometers, ammeters, voltmeters, rheostats, and other necessary accessories.

The laboratory for organic work is especially equipped with steam lines for distillation purposes, besides the usual steam baths, drying closets, vacuum and compressed air line and hoods. The common chemicals, including acids, bases, and salts, are available in the laboratories for general use at all times. At the end of one of the laboratories, conveniently located, is a fully equipped stock room, from which any other chemical or apparatus can be readily obtained.

### *Industrial Chemistry Laboratory*

The laboratory for industrial chemistry is fitted for carrying-out processes on a semi-industrial scale, providing ample opportunities for research.

The laboratory contains necessary equipment for verification of laws of filtration, agitation, heat control, gas absorption under varying manufacturing conditions. There is also included equipment for studying electrolytical processes including electrolysis, electroplating and electroforming.

### *Design and Drafting Rooms*

The School possesses large, light, and well-equipped drawing rooms for the carrying on of the designing and drafting which form so important a part of engineering work. These rooms are supplied with lockers containing the drawing supplies, and files containing blue prints, and photographs of machines and structures that represent the best practice.

### *Physics Laboratory*

The Physics Department has a large laboratory completely equipped with all necessary apparatus for the experimental work that is required of the students, as well as that required for lecture demonstration. The apparatus and equipment includes verniers, levels, vacuum pump, spirometer, planimeters, spherometers, calorimeters, thermometers, pyrometer, sonometer, spectroscopes, spectrometer, balances, standard gram weight, optical disk with all accessories, lenses, photometer, air thermometer, and a full set of weather bureau apparatus, including barograph, thermograph, hydrometer, barometer, maximum and minimum thermometers, etc. These give a wide range to the experimental work that can be done.

### *Equipment for Physical Training*

Northeastern has exceptional facilities for all-round physical training. The gymnasium with its 12-lap running track, three basketball courts, wrestling, boxing, fencing, and special exercise rooms, handball courts and bowling alleys, is one of the most complete in New England. The Natatorium is one of the best in the country. It is in a separate building, having a glass roof, admitting abundant sunlight, and has a continuous supply of filtered salt water. The tank is seventy-five feet long and twenty-five feet wide. Adjoining the building is a large field equipped for athletics. Here are four tennis courts, outdoor gymnasium, basketball court, jumping pits and a track with a 100-yard straightaway.

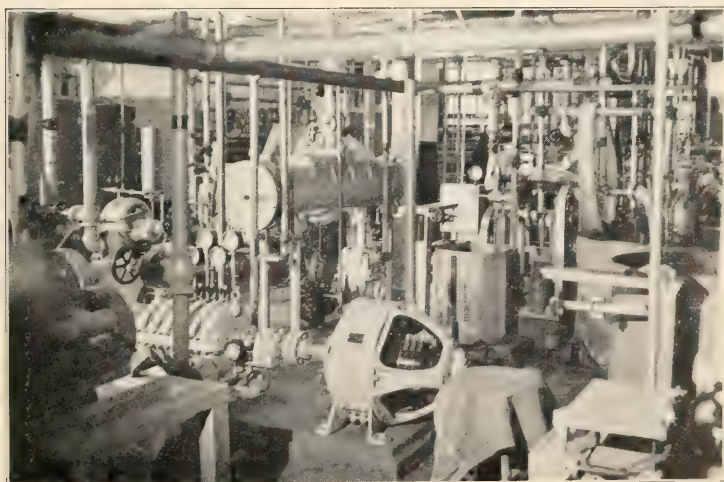
Northeastern University owns and operates a large athletic field a short distance from the School. This field, known as the Huntington Field, provides ample facilities for track, soccer, baseball, football, and other outdoor sports. The School maintains a bus service between the field and the School which makes it possible for students to get back and forth with a minimum loss of time.

Through the athletic association of the University interclass contests are arranged in basketball, baseball, track, tennis, indoor and outdoor athletics, and swimming. Intercollegiate games and meets are arranged with the leading colleges in the East.

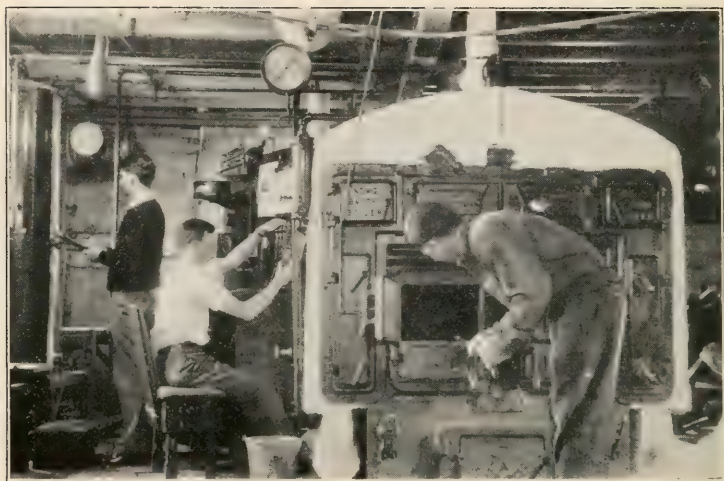




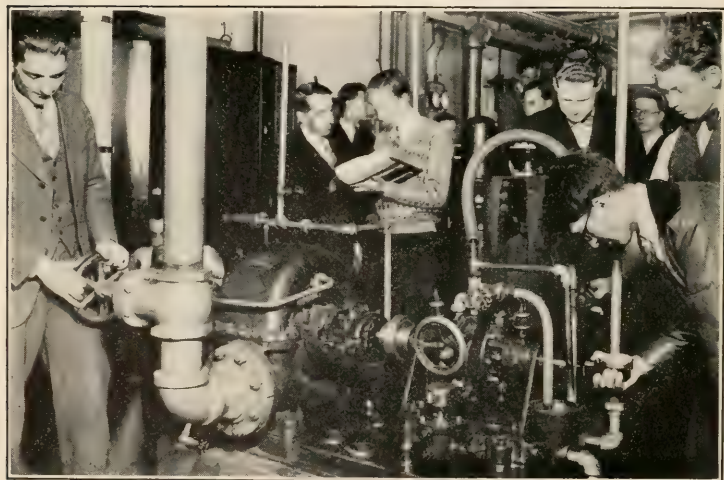
LABORATORY BUILDING



VIEW OF MECHANICAL ENGINEERING LABORATORY



COMMERCIAL BOILER TESTING



STEAM TURBINE TESTING WITH HYDRAULIC BRAKE

## *Requirements for Admission Day Division*

### *General Requirements*

The student must have completed an accredited course of study in an accredited high school *in which he has shown at least average ability*. The completion of fifteen acceptable units with a degree of proficiency acceptable to the Department of Admissions is equivalent to this requirement. This is regarded as the minimum.

A unit is the credit given to a secondary school subject performed during four or five periods, of not less than forty minutes a week throughout an entire school year. Credit in units is never allowed on certificates of tutors. Certificates of entrance examinations passed for admission to other colleges and technical schools may be accepted in lieu of entrance examinations. The Committee on Admission reserves the right to require a candidate to present himself for examination in any subjects that it may deem necessary. Credits offered in fulfillment of the entrance requirements cannot again be applied in lieu of credits which are ordinarily received during the college course. Students who obtain admission by certificate and later show marked deficiency in entrance requirements will be requested to withdraw.

Parents and guardians should bear in mind that in general a student is likely to be more successful in his college work if he does not enroll under the age of sixteen.

Every applicant must furnish references as to his character. In addition he must possess mental and physical ability and a determination to work hard. He must present evidence that it is reasonable to assume that he will make a success of both his studies and his co-operative work. The co-operative plan of operation forces the University to be very exacting in the physical requirements which must be met by the applicant for admission. Even though slight, physical handicaps may interfere very materially with the thoroughness of the training and service which may be rendered to an applicant.

### *Acceptability for Co-operative Work*

The Day Division can serve effectively only such students as it can place advantageously at co-operative work. Therefore, although the Schools of Engineering and Business Administration are non-sectarian and do not of themselves discriminate among

students of various races or creeds, they do nevertheless in fairness to applicants discourage those who because of physical disability or racial affiliation would not be favorably considered by co-operating agencies. See page 36, paragraph 2. Students who wish to inquire about their probable status with co-operating firms will be frankly advised by the Director of Admissions on the basis of past experience.

### *Division Assignment*

Students are admitted to the freshman class at the opening of the school year in September and again in the latter part of December. Students admitted in December complete all of the work of the freshman year about the middle of July; those admitted in September complete their year about the middle of April.

Eligibility for admission does not constitute registration. The University must reserve the right to assign applicants to registration in either September or December. No student is considered to have met the requirements for admission until he has successfully passed a required physical examination indicating his physical fitness for the co-operative program.

### *Specific Requirements for Admission—Engineering School*

The applicant to be accepted as a regular student and as a candidate for the degree must meet the general requirements already stated and in addition must have included in his course of study the six required units listed below this paragraph. All applicants should have been graduated from the scientific, classical, or college preparatory course.

<i>Required Subjects</i>	
English	3 Units
Algebra	1 Unit
Geometry	1 Unit
Physics	1 Unit
<hr/>	
	6 Units

### *Specific Requirements for Admission—School of Business Administration*

The applicant to be accepted as a regular student and as a candidate for the degree must meet the general requirements for admission to the Day Division and in addition must have in-



cluded in his course of study the six required units listed below this paragraph.

*Required Subjects*

English	3 Units
Algebra	1 Unit
Natural Science	1 Unit
Social Science	1 Unit
<hr/>	
	6 Units

*Entrance Examinations in Boston*

Students who are deficient in required units for admission may remove these deficiencies by examination. Such examinations are held at 316 Huntington Avenue, Boston, in December, June, and September of each year.

Students are advised to attend the December or June examinations, if possible, in order that any deficiencies still existing may be made up in September.

The time of examinations is as follows:

10.00 A.M. to 12 M.

1.00 P.M. to 3.00 P.M.

During the current year the examinations will be given on the following days: June 10, 1931; September 2, 1931; December 16, 1931.

All other examinations will be given by special assignment.

No fees are to be paid at the time of the examination.

*Provisional Acceptance*

When, for any reason, it is deemed advisable, the University reserves the right to place any entering student upon a period of trial. Whether he shall be removed from trial at the end of this time or requested to withdraw will be determined by the character of the work he has accomplished and his conduct during this trial period.

*Application for Admission*

Each applicant for admission to either Day Division School is required to fill out an application blank whereon he states his previous education, as well as the names of persons to whom reference may be made in regard to his character and previous training.

An application fee of five dollars (\$5) is required when the application is filed. This fee is non-returnable.

The last page of this catalog is in the form of an application

blank. It should be filled out in ink and forwarded with the required five dollar fee to Milton J. Schlagenhauf, Director of Admissions, 316 Huntington Avenue, Boston, Mass. Checks should be made out to Northeastern University.

Candidates are urged to visit the office of Admissions for personal interview whenever it is possible for them to do so before submitting their applications. Office hours of the Department are from 9.00 A.M. to 4.00 P.M. daily; Saturdays to 12.00 M. The Director of Admissions will interview applicants on Wednesday evenings but by appointment only.

Upon receipt of the application, properly filled out, the School at once looks up the applicant's references and high or secondary school records. When replies have been received to the various inquiries instituted, the applicant is at once advised as to his eligibility for admission.

**To be assured of a place in the entering class applicants for Division A should file their applications prior to April 15th of the year in which they expect to enter. For the same reason applications for Division B should be filed prior to September 1st.**

### *Preparatory Schools*

Day and evening preparatory schools are conducted in conjunction with Northeastern University. Students having entrance conditions, or requiring further preparation for the entrance examinations, may avail themselves of these opportunities to cover the desired work.

### *Transportation*

The chief railroad centers of Boston are the North and South Stations. From the North Station board a car going to Park Street at which junction transfer to any Huntington Avenue car. At South Station board a Cambridge subway train for Park Street Under. There change to a Huntington Avenue car and alight at Gainsborough Street a short distance from the Main Building of Northeastern University.

### *Residence*

It has been found to be much more satisfactory for the student to live within easy access of Boston, especially during periods in school, than to live out twenty-five or thirty miles. The saving of time and effort more than offsets any increased expense.

Residence in Boston is advisable, as it gives the student oppor-

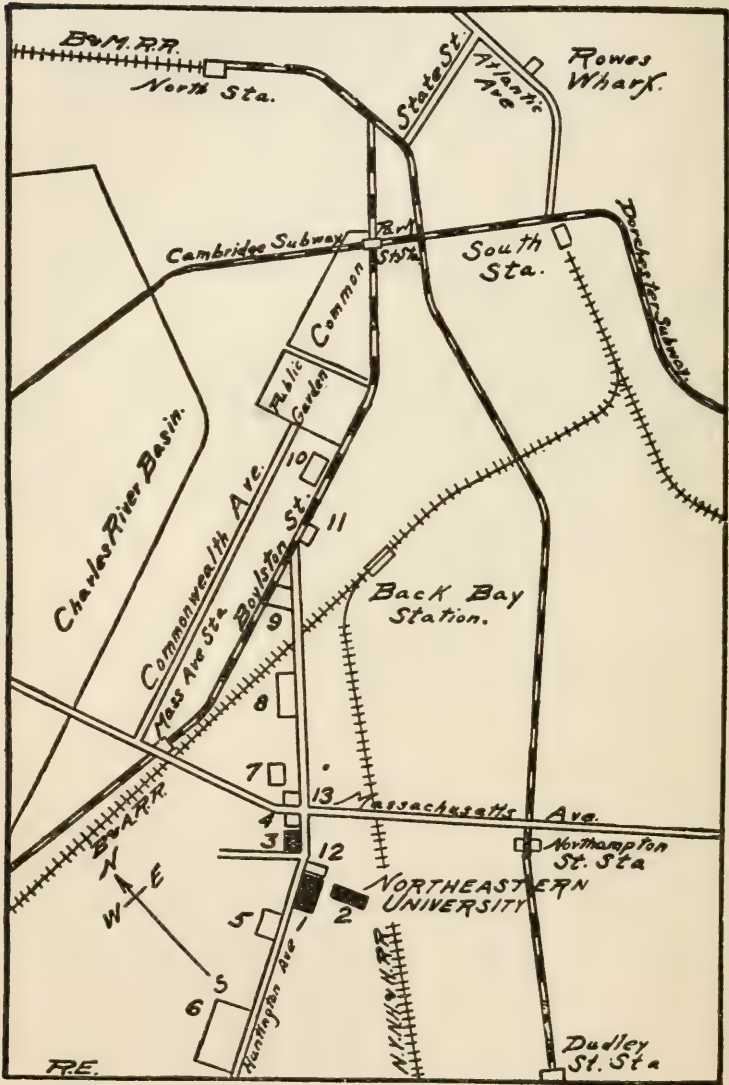
tunity to use the college facilities outside of class hours, and to confer more easily with his instructors about his college work. It also gives him a wider range in the choice of a co-operative job, since he can readily report for early work, if necessary, which is often impossible if the student lives at a distance from Boston. Moreover, residence in Boston gives the student close connection with the activities of college life.

### *Dormitories*

At present the School does not maintain dormitories. Provision, however, is made to secure rooms in the vicinity of the School. For information relative to such housing write the Director of Admissions.

Rooms in the dormitory of the Huntington Avenue Branch of the Boston Y. M. C. A. may be secured only through the Housing Department of the Branch. The applicant must present himself in person to a representative of the Department before assignment will be made.

Applicants desiring to room in the Association dormitory are advised to write the Housing Department of the Huntington Avenue Branch, 316 Huntington Avenue, Boston, Massachusetts.



MAP OF IMMEDIATE VICINITY



*Key to Map*  
*Northeastern University and Vicinity*

1. ADMINISTRATION BUILDING, BOSTON Y. M. C. A.
2. LABORATORY BUILDING
3. HUNTINGTON BUILDING
4. SYMPHONY HALL
5. BOSTON OPERA HOUSE
6. BOSTON MUSEUM OF FINE ARTS
7. CHRISTIAN SCIENCE CHURCH
8. MECHANICS EXHIBITION HALL
9. BOSTON PUBLIC LIBRARY
10. MUSEUM OF NATURAL HISTORY
11. TRINITY CHURCH
12. NEW ENGLAND CONSERVATORY OF MUSIC
13. HORTICULTURAL HALL

## *Detailed Information*

### *Location*

The University is housed in the three buildings of the Association, the Laboratory Building on St. Botolph St., in the rear of the Main Buildings, and the Huntington Building opposite the Main Buildings.

The buildings are located on Huntington Avenue, just beyond Massachusetts Avenue, and are within easy access to the various railroad stations, and the business and residential sections. A map is shown on page 70.

### *Housing Regulations*

We are compelled to make agreements with the landladies who furnish accommodations for our students. The University endeavors to exercise due consideration and care for the student's welfare while in residence at School. These combined facts necessitate the adoption of rules and regulations presented herewith.

1. Assignments will be made when the student registers.
2. Students may inspect rooms before accepting an assignment; after reaching a decision students must notify the office of the Director of School Administration, 351M.
3. Students who accept room assignments must retain same for the period of their residence, unless given permission by the Director of School Administration to change.
4. Students are not permitted to live in unsupervised quarters. Under no conditions are groups of students permitted to lease apartments without prior approval of the Director of School Administration.
5. Students are not permitted to engage rooms without the prior approval of the school. Those violating this understanding will be required to give up such rooms immediately and will be assigned by the school to approved quarters.
6. Violation of any of the above rules is considered a breach of discipline and will be dealt with accordingly.
7. Every student whether living at home or away from home is required to return the room registry card mailed to him at the time of the assignment of division.

### *School Year*

The First Semester for Division A begins each year on the second Monday in September, this constituting the beginning of the school year for all students.

### *Freshman Orientation Period*

In order that freshmen may be ready to pursue their academic work with greater composure and be somewhat acclimated, preceding the beginning of scholastic work, three or four days of each term are devoted to a Freshman Orientation Period. During this time freshmen are given the necessary physical examination, advised as to school administration, and assisted in every way possible in order that they may be prepared to begin serious study and work on the first day of the school term. All freshmen are required to attend all exercises scheduled during the Orientation Period.

### *Physical Examination*

All freshmen receive a thorough physical examination at the School during the Orientation Period. All students are expected to report promptly at the appointed time for examination. Those who fail to appear at the appointed time will be charged a special examination fee of two dollars (\$2).

### *Scholastic Year for Seniors*

Seniors of either division, who are candidates for a degree in the current year, must have completed all academic work; class assignments, theses, regular and special examinations, before twelve o'clock noon of the Saturday next following the close of recitations for seniors, but in no case will the interval allowed be less than one week.

### *Attendance*

Students are expected to attend all exercises in the subjects they are studying unless excused by the Director of School Administration. Exercises are held, and students are expected to devote themselves to the work of the School, between 9.00 A.M. and 5.00 P.M. except for an hour lunch period, on every week day except Saturday. Saturday classes are held only between 9.00 A.M. and 1.00 P.M.

### *Five-year Curriculums*

The School of Engineering offers five-year college curriculums in collaboration with co-operating firms, in the following branches of engineering, leading to the Bachelor of Science degree in

1. Civil Engineering
2. Mechanical Engineering
3. Electrical Engineering
4. Chemical Engineering
5. Industrial Engineering

The School of Business Administration offers five-year college curriculums in collaboration with co-operating firms in the following fields of business, leading to the degree of Bachelor of Science in Business Administration:

1. Accounting
2. Banking and Finance
3. Business Management

Descriptions of the curriculums and schedules showing the subjects of instruction included will be found on succeeding pages.

### *Tuition and Fees, Day Division Schools*

The Tuition fee in each curriculum is one hundred and ninety dollars (\$190) per year for all students on the co-operative plan.

Tuition and fees for all students are payable as indicated below:

#### *For Freshmen*

<i>Date Due</i>	<i>Division A</i>	<i>Tuition and Fees</i>
September 10, 1931		\$120.00
January 11, 1932		95.00
	<i>Division B</i>	
December 29, 1931		\$120.00
April 18, 1932		95.00

#### *For Upper-Classmen*

<i>Date Due</i>	<i>Division A</i>	
*September 14, 1931		\$75.00
November 23, 1931		55.00
February 1, 1932		55.00
April 11, 1932		30.00
	<i>Division B</i>	
*October 19, 1931		\$75.00
December 28, 1931		55.00
March 7, 1932		55.00
May 16, 1932		30.00
	<i>Division AA</i>	
*September 14, 1931		\$90.00
November 23, 1931		65.00
February 1, 1932		65.00
April 11, 1932		45.00
	<i>Division BB</i>	
*October 19, 1931		\$90.00
December 28, 1931		65.00
March 7, 1932		65.00
May 16, 1932		45.00

\* Chemical Engineering Students pay their deposit of \$10.00 additional.



Students who are registered for more school work than that prescribed in the catalogue for the year in which they are enrolled are charged two dollars (\$2) an hour per semester. In computing additional hours, the catalogue schedules are used and both hours of exercises and hours of preparation are counted.

Failure to make the required payments on time, or to arrange for such payments, is considered sufficient cause to bar the student from classes or suspend him from engineering practice until the matter has been adjusted with the Bursar.

### *General Library, Laboratory and Materials Fee*

All students are charged a general library, laboratory, and materials fee of ten dollars (\$10) each year. This fee is payable at the time of registration.

### *Student Activities Fee*

Each student in the Day Division is charged a student activities fee of fifteen dollars (\$15). Freshmen pay \$10 of this fee at the time of registration and \$5 with the second payment on tuition. Upper classmen pay five dollars (\$5) on this fee at the time of each of the first three payments on tuition. This fee supports in part certain student activities, and includes membership in the *Northeastern University Athletic Association*, subscription to *The Northeastern News*, the school paper, and subscription to the *Cauldron*, the school year book. The services of a physician are also available under this fee. Only minor ailments, however, are treated. Should the student show signs of more serious illness, he is immediately advised to consult a specialist or return to his home, where he can get more adequate treatment.

### *Chemical Laboratory Deposit*

All engineering students taking chemical laboratory work are required to make a deposit of ten dollars (\$10) at the beginning of each year, from which deductions are made for breakage, rentals, and destruction of apparatus in the laboratory. Any unused portion of this deposit will be returned to the student at the end of the school year. In case the charge for such breakage, rentals or destruction of apparatus is more than ten dollars (\$10), the student will be charged the additional amount.

### *Graduation Fee*

A fee of ten dollars (\$10) covering graduation is required by the University of all candidates for a degree. This fee must be paid at the beginning of the second semester of the student's senior year.

### *Payments*

All payments should be made at the bursar's office.

Checks should be made payable to Northeastern University.

### *Refunds*

The University assumes the obligation of carrying the student throughout the year. Instruction and accommodations are provided on a yearly basis; therefore no refunds are granted except in cases where students are compelled to withdraw on account of personal illness.

### *Books and Supplies*

All supplies may be purchased from the University Book Store at a cost of thirty dollars (\$30) to forty dollars (\$40) per year. Supplies for the engineering freshman aggregate more because drawing instruments and supplies amounting to approximately twenty dollars (\$20), which are for use throughout the entire curriculum of five years, must be purchased at the beginning of the freshman year.

### *\*Tabular Summary*

#### *of Approximate School Expenses for the Freshman Year*

<i>Item</i>	<i>Low</i>	<i>Average</i>	<i>High</i>
Application Fee.....	\$5	\$5	\$5
Tuition.....	190	190	190
General Library and Laboratory Fee	10	10	10
Student Activities Fee	15	15	15
Room Rent (30 weeks).....	95	130	150
Board (30 weeks).....	200	275	350
**Books and Supplies.....	25	35	45
Laundry (30 weeks).....	25	35	40
Incidentals (30 weeks).....	30	60	100
Total.....	\$595	\$755	\$905

\*Compiled from expense returns made by the student body.

\*\*Engineering Freshmen should add approximately \$25 for the purchase of drawing instruments and equipment.

### *Students' Self-help*

Students who find it necessary to accept part-time jobs, while attending school, may through the Director of Co-operative Work obtain spare-time work doing odd jobs.

No student is justified in assuming that the University will "take care of his expenses" or guarantee to supply him with work sufficient to meet all his needs.

A student should have on hand at the time of registration

a reserve fund adequate to provide for immediate needs or unexpected contingencies. This should ordinarily amount to at least the first year's tuition plus the student activity and other fees, room rent and board for several weeks or a total of about \$500.

### *Elective Subjects*

Students electing courses not included in their curriculum will be required to take all examinations in such courses and to attain a passing grade in them before they will be eligible for a degree.

### *Status of Students*

The ability of students to continue their courses is determined by means of class-room work and examinations, but regularity of attendance and faithfulness to daily duties are considered equally essential.

When a student elects a curriculum, he is required to complete all courses included therein in order to graduate. No subject is to be dropped, or omitted, without the consent of the Administrative Committee and the approval of the Dean.

Any student failing to make a satisfactory record, either in school or practical work, may be removed from his position in practical work, or from the School.

### *Advanced Standing*

Students transferring from approved colleges will be admitted to advanced standing provided their record warrants. Whenever a student enters with advanced standing and later proves to have inadequate preparation in any of his pre-requisite subjects, the Faculty reserves the right to require the student to make up such deficiencies.

**Persons seeking advanced standing must arrange to have transcripts of their previous college records forwarded with their initial inquiry.**

### *Examinations*

Examinations covering the work of the term are usually held at the close of each term. Exceptions may be made in certain courses, where, in the opinion of the instructor, examinations are not necessary.

Condition examinations will be given in all subjects during the week of July 11, 1932 for Division A students, and the week of September 5, 1932 for Division B students. Condition ex-

aminations are not given for courses in which no final examination was given.

Special examinations may be arranged for only by vote of the Administrative Committee and for all such examinations the University requires the payment of a special fee of five dollars (\$5).

### *Probation*

Students are placed on probation either by the Executive Committee or the Administrative Committee. Failure to show proper respect for constituted authority; infringement of the rules and regulations of the University; disregard of obligations to a co-operating firm, etc., constitute insubordination. All matters of insubordination are handled by the Executive Committee and the penalty for such may be probation or expulsion from the University.

Failure to meet the standards set by the Administrative Committee, unless the failure is supported by causes wholly beyond the student's control, will necessitate the Committee's placing the student on probation.

Removal from probation is in the hands of the Committee placing the student thereon.

### *Rules of Standing in Scholarship*

A student's grade is officially recorded by letters, as follows:

- A superior attainment
- B above average attainment
- C average attainment
- D lowest passing grade
- F failure, removable by condition examination
- FF complete failure; course must be repeated
- I incomplete
- L used in all cases of the removal of a failure by condition examination

A mark of F in any particular subject entitles the student to make up the unsatisfactory work, or to take a condition examination. This letter is given for all grades below 60 per cent on intermediate reports.

A mark of FF denies the privilege of taking a condition examination, and the course must be repeated.

A mark of I is used for intermediate grades only and signifies that the course may not have progressed sufficiently far to give a grade or that the student has not had time to make up work lost through excusable enforced absence from class.

A mark of L is used to denote the removal of a failure by condition examination, or by summer term review work.



A student who does not remove a condition before that course is again scheduled, a year later, must repeat the course. A condition in more than one subject involves the loss of the privilege of being a candidate for graduation with the student's class, and may involve the loss of assignment to co-operative work.

The responsibility for the removal of a condition rests with the student, who is required to ascertain when and how the condition can be removed.

No student may qualify as a candidate for a degree in any given year unless clear in all the required subjects of the lower years of his chosen curriculum. He must also be in good standing in all courses for which he is enrolled.

Entrance requirements or preparatory subjects pursued in the University are considered as required school work.

### *Absences*

No "cuts" are allowed. A careful record of each student's attendance upon class exercises is kept. Absence from regularly scheduled exercises in any subject will seriously affect the standing of the student. It may cause the removal of the subject or subjects from his schedule and the listing of these as conditioned subjects. In case he presents a reasonable excuse for the absence, however, he may be allowed to make up the time lost and be given credit for the work; but he must complete the work at such time and in such manner as his instructor in the course may designate.

Laboratory work can be made up only when it is possible to do so during hours of regularly scheduled instruction. Absences from exercises immediately preceding or following a recess are especially serious and entail severe penalties.

Attendance at all mass meetings of the student body is compulsory. Exceptions to this rule are made only when the student has received permission from the Director of Student Activities previous to the meeting from which he desires to be absent.

### *Report Cards*

Reports are issued four times a year to upper classmen and six times a year to freshmen, one at the end of each five-week school period. In addition, a special report on the subjects pursued during the summer term will be issued immediately at its close. Questions relative to grades are to be discussed with the student's faculty adviser.

Students are constantly warned and advised to maintain a grade of work which is of acceptable quality. Parents and students are always welcomed by the Dean of Students, the

Director of School Administration, and advisers for conference upon such matters. Special reports on a student's work will be sent to parents at the end of each five-week school period.

Parents or guardians will be notified in all cases when students are advised or required to withdraw from the School.

### *Conduct*

It is assumed that students come to the University for a serious purpose, and that they will cheerfully conform to such regulations as may from time to time be made. In case of injury to any building, or to any of the furniture, apparatus, or other property of the School, the damage will be charged to the student or students known to be immediately concerned; but if the persons who caused the damage are unknown, the cost for repairs may be assessed equally upon all the students of the School.

Students are expected to observe the accepted rules of decorum, to obey the regulations of the School, and to pay due respect to its officers. Conduct inconsistent with the general good order of the School, or persistent neglect of work, if repeated after admonition, may be followed by dismissal, or, in case the offense be a less serious one the student may be placed upon probation. The student so placed upon probation may be dismissed if guilty of any further offense.

It is desired to administer the discipline of the School so as to maintain a high standard of integrity and a scrupulous regard for truth. The attempt of any student to present, as his own, any work which he has not performed, or to pass any examination by improper means, is regarded as a most serious offense, and renders the offender liable to immediate expulsion. The aiding and abetting of a student in any dishonesty is also held to be a grave breach of discipline.

### *Advisers*

Each freshman is assigned to a faculty adviser, who takes an active interest in the student's welfare, guiding and assisting him in the satisfactory pursuit of his studies, keeping close watch on all matters which tend to hamper the student in his college life and preventing such in so far as possible.

The function of the adviser to upper classmen is somewhat different and tends more toward consultation and suggestion bearing on the student's plans and probable work after graduation.

Men engaged in student activities are assigned to special advisers, who keep a constant watch over the academic progress of the student.

*Relation of Students to General Public*

Non-resident students are temporarily guests of Boston and therefore must respect the wishes, rights and laws of the public, whose hospitality the students accept. If accused of conduct unbecoming a gentleman and such accusation be substantiated upon investigation, the offender may be suspended or expelled from the University.

## *Requirements for Graduation*

The University confers the following engineering degrees:

- Bachelor of Science in Civil Engineering.
- Bachelor of Science in Mechanical Engineering.
- Bachelor of Science in Electrical Engineering.
- Bachelor of Science in Chemical Engineering.
- Bachelor of Science in Industrial Engineering.

To receive a degree the student must be a resident of the School for at least one year, immediately preceding the date on which he expects to graduate.

He must complete the prescribed studies of the five years.

In addition, he must complete satisfactorily a schedule of co-operative work requirements under the supervision of the Faculty.

The student must, also, prepare a thesis as defined elsewhere in this catalog. All theses and records of work done in preparation of theses are the permanent property of the University.

The degree conferred represents not only the formal completion of the subjects in the selected course of study, but also the attainment of a satisfactory standard of general efficiency. Any student who does not show in the senior year work of his curriculum that he has attained such a standard may be required, before receiving the degree, to take such additional work as shall prove his ability.

### *Graduation with Honors*

Honors are based upon excellence of scholarship maintained by students while in residence. Two honorary distinctions are conferred at graduation.

Those students who achieve distinctly superior attainment in all their academic work will be graduated *with honor*. The highest ranking man or men in this group may upon special vote of the faculty be graduated *with high honor*.

Students graduating with honor must have been in residence at least two years immediately preceding graduation.



## *Student Activities*

A reasonable participation in social and athletic activities is encouraged by the Faculty, although a standard of scholarship which is incompatible with excessive devotion to such pursuits is required of all students. All general activities are open to all students in the Day Division of the University.

### *Northeastern University Athletic Association*

The Athletic Association consists of all students in the Day Division.

At the head of the Association is the Faculty Committee on Athletics, appointed by the Vice-President of the Day Division. This committee must approve all general policies in regard to athletics, in particular, schedules and absences from school due to athletics. The General Athletic Committee, consisting of the Graduate Manager of Athletics, the captains and managers of each recognized varsity team and of the coaches as ex-officio members, has charge of the administration of athletics.

Under the guidance of efficient athletic coaches, track, basketball, baseball, hockey and soccer teams are formed. Schedules are arranged with other colleges for home games and games abroad. Interclass sports are also encouraged. Interclass meets are held during the year.

### *Mass Meeting*

Every Wednesday, from 12 to 1, mass meetings or class meetings are held. Attendance at these meetings is compulsory. The second and fourth mass meetings of each five-week period are, as a rule, devoted to a lecture by some prominent visitor. The first, third and fifth meetings of each period are under the direction of the Department of Student Activities.

### *"The Northeastern News"*

The students issue a weekly newspaper called *The Northeastern News*. Here the students have an opportunity to express their opinions on subjects relating to study, practical work, social events, or topics of the day. In addition, college news, editorials, and official announcements make this feature of activities very valuable. Positions on the editorial and business staffs of the paper are attained by competitive work.

### *The College Annual—"The Cauldron"*

The college annual is a yearbook published by the senior classes of the Day Division. It is ready for distribution in the

latter part of the second semester. It contains the usual review of the year's work and activities, a complete history of all classes and organizations in the school, all their functions, socials, pictures, etc.

### *The Handbook*

Issued at the beginning of each year, the purpose of the Handbook is to help promote an early intimacy with the scope of college life. The book is of special interest to new men as it contains detailed information concerning all the organizations of the School. Schedules, a daily diary, songs, cheers, and important dates in the college calendar make the book of great value to upper classmen.

### *Student Council*

This is the student governing body and consists of members elected from each class, as well as four members elected at large. It acts as the supreme governing body. It has jurisdiction, under proper supervision of the Faculty, over all student matters, such as customs, privileges, and such other matters as can properly be decided upon by such a body.

### *The Senate and The Sigma Delta Epsilon*

The Senate of Northeastern University is the honorary society of the School of Engineering. Sigma Delta Epsilon is the honorary society of the School of Business Administration. Election to them is not founded entirely upon scholarship. Before a man is privileged to wear the honorary society insignia he must display, in addition to scholarship, integrity of character, diligence in extra curricula activities, and faithful endeavor in the interests of his fellow students. Each society has a distinguished list of members, consisting of the outstanding men in the Day Division.

### *The Inter-Fraternity Council*

Elected representatives from each fraternity make up the Inter-Fraternity Council. This body has preliminary jurisdiction over laws governing the regulation of fraternities in the Day Division, and its rulings are subject to approval of the Faculty Committee on Fraternities.

### *Professional Societies*

The students in the various Engineering curriculums are organized as a professional society for the closer association of the students of the School, and for the discussion and consideration of various problems and new knowledge, which would not

ordinarily come into their regular courses. Meetings are held every week at which addresses are given by members of the society and by business men or engineers of prominence.

There are five sections of the student body in the School of Engineering: the Civil, Mechanical, Electrical, Chemical and Industrial Engineering Sections. These sections are affiliated either by individual membership or as a group with the Boston Society of Civil Engineers, the American Society of Mechanical Engineers, the American Institute of Electrical Engineers, the American Chemical Society, and the Society of Industrial Engineers, thereby procuring for the students that most valuable association with the successful practicing engineers of the community.

For the School of Business Administration, there has been chartered a branch of the American Management Association, operated by the students with the counsel of the Faculty Adviser. In addition, students in the several curriculums of the School of Business Administration have organized professional clubs for the purpose of promoting closer association of students interested in particular fields. These clubs provide an opportunity for the consideration and discussion of various problems of current importance which might not ordinarily be included in their technical courses. Among the most active of these clubs are the Banking Club, the Accounting Club, and the Economics Club. Meetings are held regularly at which men prominent in professional life are invited to speak.

### *The Musical Clubs*

Men in the School with musical ability have ample opportunity to exercise their talents with the various musical clubs; such as the orchestra, band, glee club, banjo club, etc. The various organizations are coached by competent directors and are governed by a student group comprising a Musical Clubs Council.

### *Musical Comedy*

Each year an appropriate Musical Comedy is produced by the students at one of the local theatres, under the direction of competent dancing, musical, and dramatic coaches. This provides an opportunity for a large number of students to participate in the many phases of amateur dramatics. The Musical Comedy is one of the big events of the year.

### *High School Clubs*

Alumni of various high schools have formed high school clubs in the University. These clubs offer an opportunity to new

men to meet fellow alumni and become acquainted with the school life more quickly.

### *Public Speaking*

Cash prizes of \$50, \$25, \$10, and three prizes of \$5 each are offered yearly by Arthur S. Johnson, of the Board of Trustees, for excellence in the presentation of original speeches before the School at a regular student mass meeting. All students are eligible to compete for these prizes. The regulations for the contests are published in *The Northeastern News* early in the year.

### *The Northeastern Student Union*

The purpose of the Northeastern Student Union is to carry out the work of a Christian Association within the University. It endeavors to deepen the spiritual lives of Northeastern men through the building of Christian character, to create and promote a strong and effective Northeastern University spirit in and through a unified student body, to promote sociability within the School, and to emphasize certain ethical, social, civic, intellectual, economic, physical, vocational, and avocational values.

All students are encouraged to participate in the activities of the Union, no matter what their religious faith, as the work of the Union is entirely non-sectarian. No attempt is made in any way to influence one to participate in any activities which are contrary to the tenets of any particular religion. A good moral character is the only requirement for eligibility to membership. It is hoped as many students as can will participate in this ideal extra curricula work.

The Union conducts a weekly Chapel Service to which all Faculty members and students are invited. The service, which is non-sectarian and voluntary, is held on Thursday mornings from 8.40 to 8.55 o'clock. Many eminent preachers of Greater Boston are engaged to deliver brief addresses.

### *Religious Activities*

Northeastern University has as one of its outstanding aims the finest possible character development among its students. For this reason the Day Division of the University affords ample opportunity for its students to participate in social and religious activities. To Evening School students who desire to participate in the social and religious programs of its various departments, the Y. M. C. A. extends a cordial greeting. While



encouraging religious activities the University, is, however, strictly non-sectarian. A student should feel free to register in any of the several schools of the University, regardless of religious faith; no attempt being made to influence one to participate in any activities which are contrary to the tenets of his particular religion.

Through the Northeastern Union students are informed of the location, hours of service, religious activities and special attractions of all the churches of Boston.

## *Program of Studies*

### *General Statement*

In the following pages will be found a detailed statement of the scope of the subjects offered in the various curriculums. The subjects are classified as far as possible, related studies being arranged in sequence. A complete table of the Subjects of Instruction will be found at the end of the catalog. Under each subject is given a list of the courses required as pre-requisite for that subject.

Students electing a subject must complete that subject in order to be considered as a candidate for a degree.

The topics included in the list which follows are subject to change at any time by action of the School authorities.

### *Five Year Plan—Subject Index Numbers*

Courses of the five-year program are given subject index numbers in accordance with the following plan: Professional and allied technical courses are preceded by the first two letters of the department under whose auspices they are given. General courses are preceded by the initial letter of the department under whose auspices they are given. Unclassified courses are denoted by the letter "U". Courses are numbered consecutively beginning with the freshman year; first semester courses bearing odd numbers and second semester courses bearing even numbers. Courses running for two semesters are given consecutive numbers separated by a dash.

In the tabular summaries of the programs of study each course is followed by two numbers: the first under the column marked "Cl" indicates the number of class hours of recitation, laboratory, drawing room, or field work per week; the second number, under the column marked "Out" indicates the number of hours of "outside preparation" that have been assigned as the minimum weekly requirement for each course. The work is so planned that the student will be required to spend from forty-eight to fifty-two hours per school week in preparation and class work.

"Pre-requisite" indicates courses which must have been passed prior to the taking of the advanced courses.

"Preparation" gives the courses by number which the student must have taken previously to the advanced courses, unless stated exceptions are made, in which case both courses may be carried simultaneously.

The regular school year for Upper-classmen comprises two

terms, each of twenty weeks — ten weeks of formal study and ten of Co-operative Work, divided into alternating periods of five weeks each. The first twenty-week term for each division is called the First Semester; the second twenty weeks, the Second Semester.

For Freshmen, the regular school year comprises two semesters of fifteen weeks each, with no alternating periods of Co-operative Work. Co-operative Work begins after the close of the Freshman year which constitutes a period of analysis directed toward proper placement of each student who completes his first year satisfactorily.

### *Curriculum I—Civil Engineering* *First Year*

FIRST SEMESTER		Hours per week		SECOND SEMESTER		Hours per week	
		Cl	Out			Cl	Out
E 1-2	English I.....	3	5	E 1-2	English I.....	3	5
M 1	Algebra.....	3	5	M 4	Analytic Geometry..	5	9
M 3	Trigonometry.....	2	4	CH 2	Chemistry.....	4	6
D 1-2	Graphics.....	6	3	D 1-2	Graphics.....	6	3
P 1	Physics I.....	3	5	P 2	Physics I.....	3	5
U 1-2	Physical Training..	2	0	U 1-2	Physical Training..	2	0
U 3-4	Hygiene.....	1	1	U 3-4	Hygiene.....	1	1
CI 1	Surveying.....	2	2				
		22	25			24	29

### *Second Year*

E 3-4	English II.....	3	5	E 3-4	English II.....	3	5
M 5	Differential Calculus	4	6	M 6	Integral Calculus....	4	6
P 3	Physics II.....	3	5	P 4	Physics II.....	3	5
EL 3	Applied Electricity..	4	6	ME 20	Applied Mechanics..	4	6
CI 3	Higher Surveying....	2	4	CI 4	Higher Surveying....	2	4
CI 5	Higher Surv. F & P..	5	0	CI 6	Higher Surv. F & P..	5	0
		21	26			21	26

### *Third Year*

Ec 21-22	Economics.....	3	4	Ec 21-22	Economics.....	3	4
ME 21	Applied Mechanics..	4	6	ME 22	Strength of Materials	4	6
P 5	Physics Laboratory..	2	2	P 6	Physics Laboratory..	2	2
CI 7	Curves & Earthw'k.	3	5	CI 8	Curves & Earthw'k.	3	5
CI 9	C'ves & E'thw'k F&P	5	0	CI 10	C'ves & E'thw'k F&P	5	0
ME 35	Heat Engineering...	3	5	CI 12	Hydraulics.....	3	6
CI 13	Materials.....	2	4	CI 14	Geology.....	2	4
		22	26			22	27

### *Fourth Year*

S 1-2	Psychology.....	3	4	S 1-2	Psychology.....	3	4
U 5-6	Engineering Conf....	2	1	U 5-6	Engineering Conf....	2	1
ME 23	Strength of Materials	4	6	ME 70	Testing Mater. Lab..	2	2
CI 15	Theory of Structures	3	6	CI 16	Theory of Structures	4	8
CI 17	Structural Drawing..	3	0	CI 18	Structural Drawing..	3	0
CI 19	Highway Eng.....	2	4	CI 20	Highway Eng.....	3	6
CI 21	Sanitary Engineering	3	6	CI 22	Advanced Surveying	3	6
		20	27			20	27

### *Fifth Year*

S 3-4	Sociology.....	3	4	S 3-4	Sociology.....	3	4
U 7-8	Engineering Conf....	2	1	U 7-8	Engineering Conf....	2	1
CI 23	Eng. Structures.....	4	8	CI 24	Eng. Structures.....	4	8
CI 25-26	Concrete.....	2	4	CI 25-26	Concrete.....	2	4
CI 27-28	Concrete Design....	3	0	CI 27-28	Concrete Design....	3	0
CI 29	Structural Design...	6	0	CI 30	Structural Design....	6	0
CI 31	Foundations.....	2	2		Thesis.....	1	6
	Thesis.....	1	6				
		23	25			21	23



## *Department of Civil Engineering*

PROFESSOR HENRY B. ALVORD, *Chairman*

The technical courses of the Civil Engineering Curriculum are designed to give the student a thorough foundation in those subjects which form the basis of a technical engineering education, and special training in those subjects comprised under the term "Civil Engineering." The student receives theoretical and practical training in the sciences upon which professional practice is based.

Civil engineering covers such a broad field that no one can become expert in its whole extent. It includes topographical engineering, municipal engineering, railroad engineering, structural engineering, and hydraulic and sanitary engineering. It covers land surveying, the building of railroads, harbors, docks, and similar structures; the construction of sewers, waterworks, roads and streets; the design and construction of girders, roofs, trusses, bridges, buildings, walls, foundations, and all fixed structures. All of these branches of engineering rest, however, upon a relatively compact body of principles, and in these principles the students are trained by practice in the class room, in the field, and in the testing laboratory. The curriculum is designed to prepare the young engineer to take up the work of design and construction of structures, to aid in the location and construction of railways and highways and to undertake intelligently supervision of work in the allied fields of mining, architectural, and electrical engineering, and general contracting.

The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

### ADVANCED COURSES

M 5 Differential Calculus  
ME 20 Applied Mechanics  
CI 3 Higher Surveying

ME 22 Strength of Materials  
CI 7 Curves and Earthwork

### PRE-REQUISITE COURSES

#### *Second Year*

M1 Algebra, M4 Analytic Geometry  
P3 Physics II  
CI 1 Surveying

#### *Third Year*

ME 20 Applied Mechanics  
CI 4 Higher Surveying

*Fourth Year*

ME 23 Strength of Materials  
 CI 17 Structural Drawing  
 CI 21 Sanitary Engineering  
 CI 22 Advanced Surveying

ME 22 Strength of Materials  
 D 1-2 Graphics  
 CI 12 Hydraulics  
 CI 4 Higher Surveying

*Fifth Year*

CI 23 Engineering Structures  
 CI 25-26 Concrete  
 CI 29 Structural Design

CI 16 Theory of Structures  
 ME 23 Strength of Materials  
 CI 18 Structural Drawing

The outlines and synopses which follow include all technical courses offered by this Department.

*CI 1 Surveying*

*Curriculum: All*

*First year, first semester*

*Two hours per week*

Every engineering project must be based upon accurate and complete information concerning its site. Throughout the progress of construction, measurements taken in the field keep the dimensions of the finished work to the specifications of the designer. These and similar operations are performed under the direction of the surveyor.

This is a general course in surveying for all engineering freshmen which explains the field methods and measuring instruments commonly used in surveying operations. The course consists of lectures, assigned problems, and field demonstrations of the more important surveying instruments. The close association of surveying with trigonometry and drawing is emphasized with illustrative assignments.

Professor INGALLS and Mr. MESERVE.

*CI 3 Higher Surveying*

*Curriculum: I*

*Second year, first semester*

*Two hours per week*

*Pre-requisite CI-1*

The course consists of lectures, recitations, and problem work in which the following subjects are considered: the chain, tape, compass, transit and level; methods of marking and computing both closed and open traverses, location of buildings and points. The course also comprises surveying for deeds, city surveying, U. S. system of public land surveying, differential and profile leveling.

Mr. BAIRD.

### *CI 4 Higher Surveying*

*Curriculum: I*  
*Second year, second semester*

*Two hours per week*  
*Preparation: CI-3*

The student is taught the theory and use of contour maps, the stadia, with allied topographic problems, including the use of the plane table. The methods of stellar observation for the determination of azimuth are also studied.

Mr. BAIRD.

### *CI 5 Higher Surveying, Field-Work and Plotting*

*Curriculum: I*  
*Second year, first semester*

*Five hours per week*  
*Preparation: \*CI-3*

Two afternoons per week are devoted to preliminary practice with the standard surveying instruments. The work depends upon and is closely allied to the theoretical work in Higher Surveying. The student first practices taping and chaining, and the use of the compass. Then there follows practice with the transit, level, and tape, concluding with a large transit and tape closed traverse. This traverse is balanced, plotted, and completed as a map. This includes the location and plotting of streets, buildings, etc., included within the traverse. Work is done on contour maps, with problems; differential and profile leveling; stadia methods; and various special problems such as layout of line and grade for a sewer or a building.

Mr. BAIRD and ASSISTANTS.

### *CI 6 Higher Surveying, Field-Work and Plotting*

*Curriculum: I*  
*Second year, second semester*

*Five hours per week*  
*Preparation: CI-5*

A continuation of Higher Surveying with field work in triangulation, stadia, and plane table surveying.

Mr. BAIRD and ASSISTANTS.

### *CI 7 Curves and Earthwork*

*Curriculum: I*  
*Third year, first semester*

*Pre-requisite: CI-4*  
*Three hours per week*

The course covers the principles and application of simple, compound, reversed, parabolic, and transition curves to railroad and highway location, also the principles of reconnaissance, preliminary and location survey for a railroad.

Mr. BAIRD.

### CI 8 *Curves and Earthwork*

*Curriculum: I*  
*Third year, second semester*

*Preparation: CI-7*  
*Three hours per week*

The work follows closely the theory of Curves and Earthwork CI 7. It includes the layout in the field of various curves; the reconnaissance, preliminary and location survey of a line of railroad. Drafting room problems on location of railroads and highways are given.

MR. BAIRD.

### CI 9 *Curves and Earthwork F & P*

*Curriculum: I*  
*Third year, first semester*

*Preparation: \*CI-7*  
*Five hours per week*

The work is a continuation of Curves and Earthwork CI 7. Methods of computing excavation and embankment, including the use of tables, are studied in detail. Further study is devoted to the effect of haul, and the use of the mass diagram in the determination of the final location. The economics of highway and railroad location are considered.

MR. BAIRD.

### CI 10 *Curves and Earthwork F & P*

*Curriculum: I*  
*Third year, second semester*

*Preparation: CI-9*  
*Five hours per week*

This course consists of field work in connection with Curves and Earthwork F. & P. CI 9. The final location and profile of the railroad line is plotted. A mass diagram is drawn for the earthwork, and a final computation of cost is made. The line is cross-sectioned and slope-staked.

MR. BAIRD.

### CI 12 *Hydraulics*

*Curriculum: I, II, V*  
*Third year, second semester*

*Preparation: ME 21*  
*Three hours per week*

The course, which opens with the laws of hydrostatics, treats of gages, and the amount and points of application of the center of pressures on submerged surfaces. The laws of hydrokinetics, including those of the flow of liquids through orifices, short tubes, weirs, pipe lines, and open channels are studied with particular reference to Bernoulli's theorem. The principles of



hydrodynamics are taken up. A short practical study is made of types of hydraulic apparatus including the current meter, Venturi meter, pumps and turbines.

Professor ALCOTT.

### *CI 13 Materials*

*Curriculum: I, II, V*  
*Third year, first semester*

*Preparation: \*ME 21*  
*Two hours per week*

A detailed study is made of the methods of manufacturing, properties, and uses of materials used in engineering work, such as: iron, steel, lime, cement, concrete, brick, wood, and stone. Methods of testing and strength of various materials used by the engineer are also taken up. Each student is required to prepare a paper on some subject of especial importance which is assigned by the instructor.

Mr. ALEXANDER.

### *CI 14 Geology*

*Curriculum: I*  
*Third year, second semester*

*Preparation: CH 2*  
*Two hours per week*

This is a study of earth movements and the various terrestrial applications of solar energy. The more important geological processes, erosion, sedimentation, deformation, and eruption are taken up and discussed. The latter part of the course is devoted to lectures on the broader structural features of the earth's crust and the application of the principles of structural geology to practical engineering problems.

Professor ALVORD.

### *CI 15 Theory of Structures*

*Curriculum: I*  
*Fourth year, first semester*

*Preparation: ME 22*  
*Three hours per week*

The course comprises class and drawing-room work in studying the loads, reactions, shears, and moments acting upon structures of various kinds, such as roofs and bridges. A thorough study is also made of the various functions of the influence line; the methods used to determine the position of moving loads to produce maximum shears and moments on bridges; and the design of beams.

Professor GRAMSTORFF.

### *CI 16 Theory of Structures*

*Curriculum: I*  
*Fourth year, second semester*

*Preparation CI-15*  
*Four hours per week*

The computation and design of structures of wood and steel by analytical and graphical methods are studied. The subjects considered are plate girders, roof and bridge trusses without secondary systems.

PROFESSOR GRAMSTORFF.

### *CI 17 Structural Drawing*

*Curriculum: I*  
*Fourth year, first semester*

*Pre-requisite: D 1-2*  
*Three hours per week*

This course consists of the drawing of standard sections of structural steel shapes and connections, and the preparation of drawings representing elementary structural details. The course is designed to familiarize the student with the drawing, dimensioning, and detailing of structural parts.

PROFESSOR GRAMSTORFF.

### *CI 18 Structural Drawing*

*Curriculum: I*  
*Fourth year, second semester*

*Preparation: CI-17, ME-23*  
*Three hours per week*

This is a continuation of Structural Drawing CI 17, but covering the designing and detailing of riveted connections. Short problems in design, typical of those met with in practice are analyzed.

PROFESSOR GRAMSTORFF.

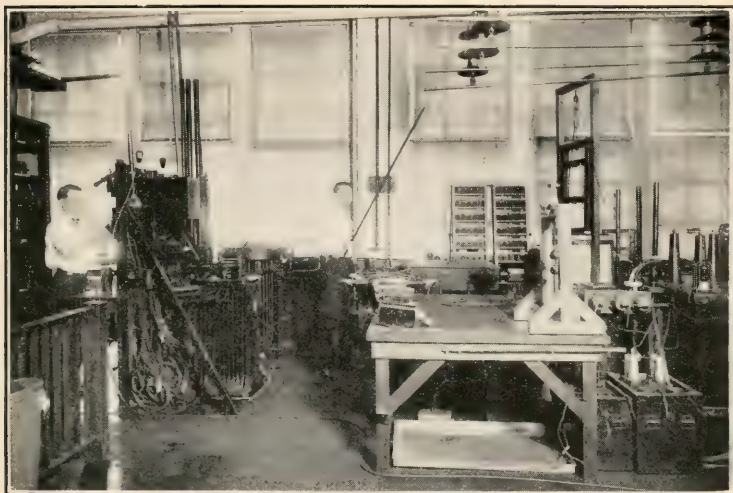
### *CI 19 Highway Engineering*

*Curriculum: I*  
*Fourth year, first semester*

*Preparation: CI-8*  
*Two hours per week*

In this course are taken up the location, construction, and maintenance of roads, street design, and street drainage; sidewalks; pavement foundations; and the construction, cost and maintenance of the various kinds of roads and pavements, including asphalt, brick, stone-block, wood-block, macadam (both water bound and bituminous), bituminous concrete, Portland Cement concrete, gravel and earth. Special consideration is given to the modern concrete road.

PROFESSOR INGALLS.



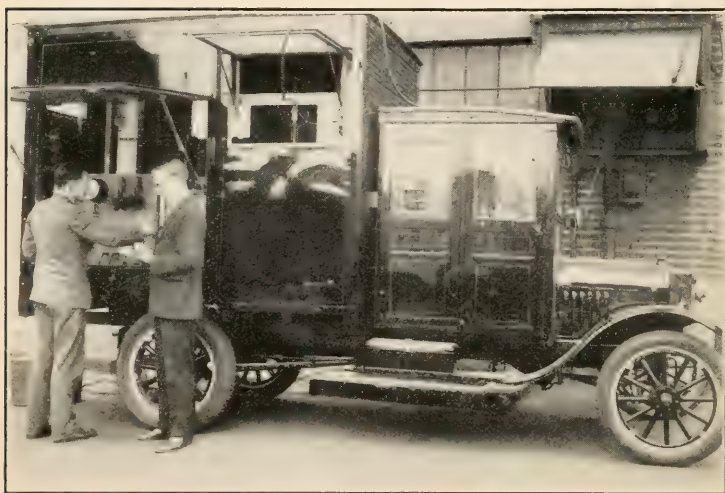
TESTING HIGH-TENSION CURRENT TRANSFORMERS



STANDARDIZING INSTRUMENTS



ELECTRICAL ENGINEERING LABORATORY SCENE



TESTING CABLES WITH PORTABLE TEST OUTFIT



## CI 20 Highway Engineering

*Curriculum: I*  
*Fourth year, second semester*

*Preparation: CI-19*  
*Three hours per week*

This course is a continuation of CI 16. Special consideration is given to many aspects of modern road design and construction. A review is made of recent research projects in highway transport and engineering. The economics of highway improvements and of highway transportation are studied. Consideration is given to the administration and financing of such projects.

Professor INGALLS.

## CI 21 Sanitary Engineering

*Curriculum: I*  
*Fourth year, first semester*

*Pre-requisite: CI-12*  
*Three hours per week*

The course consists of lectures and problem work in Water Supply and Sewerage Disposal. Stress is placed on fundamental principles rather than on detailed applications. The most recent developments in this field will receive special consideration. Topics include design of water supply systems, methods of purification, layout of sewerage systems for both storm and domestic wastes, and discussion of disposal methods.

Professor ALCOTT.

## CI 22 Advanced Surveying

*Curriculum: I*  
*Fourth year, second semester*

*Pre-requisite: CI-4*  
*Three hours per week*

The course covers the theory and use of the sextant and transit in simple astronomical surveying problems. It also includes aerial surveying and map projection. Computations in geodetic triangulation are made including the conversion of geodetic to rectangular co-ordinates.

Professor ALVORD.

## CI 23 Engineering Structures

*Curriculum: I*  
*Fifth year, first semester*

*Pre-requisite: CI-16*  
*Four hours per week*

The work begins with the design of bridge trusses having secondary web systems — including Baltimore and Pettit trusses — and trusses with multiple web systems, lateral and portal brac-

ing, transverse bents, viaduct towers and cantilever bridges. A study is also made of the design of columns, tension members, pin and riveted truss joints.

Professor ALVORD.

### *CI 24 Engineering Structures*

*Curriculum: I*  
*Fifth year, second semester*

*Preparation: CI-23*  
*Four hours per week*

The deflection of steel structures is studied together with the theorem of Least Work. The solution of statically indeterminate problems of the "Three Moment" type is made by algebraic and graphical methods.

Professor ALVORD.

### *CI 25-26 Concrete*

*Curriculum: I*  
*Fifth year, both semesters*

*Pre-requisite: ME-23*  
*Two hours per week*

Concrete as a material of construction is studied in detail, and the principles of reinforced concrete design are learned. Computations and designs are made of flat slabs, T beams, columns, footings, retaining walls, and arches.

Professor ALVORD.

### *CI 27-28 Concrete Design*

*Curriculum: I*  
*Fifth year, both semesters*

*\*Preparation: CI 25-26*  
*Three hours per week*

This course consists of detailing and making of complete working drawings of the concrete structures designed in Concrete CI 25-26.

Professor ALVORD.

### *CI 29 Structural Design*

*Curriculum: I*  
*Fifth year, first semester*

*Pre-requisite: CI-18*  
*\*Preparation: CI-23*  
*Six hours per week*

The work consists of designing and detailing of structures using the theory learned in Engineering Structures CI 23. Complete working drawings are ordinarily made of some structure of the type of a single track plate girder railroad bridge.

Professor GRAMSTORFF.

### *CI 30 Structural Design*

*Curriculum: I*  
*Fifth year, second semester*

*Preparation: CI-29*  
*Six hours per week*

Additional work is undertaken in the design and detailing of a simple structure such as a riveted truss, highway or railroad bridge.

PROFESSOR GRAMSTORFF.

### *CI 31 Foundations*

*Curriculum: I*  
*Fifth year, first semester*

*Preparation: CI-16, CI-13*  
*Two hours per week*

The subjects treated are pile formations — including those of timber and concrete — sheet piles, coffer-dams, box and open caissons, pneumatic caissons, pier foundations in open wells, bridge piers, and abutments.

PROFESSOR GRAMSTORFF.

\* Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

## *Curriculum II—Mechanical Engineering*

### *First Year*

FIRST SEMESTER		Hours		SECOND SEMESTER		Hours	
		per week				per week	
		Cl	Out			Cl	Out
E 1-2	English I.....	3	5	E 1-2	English I.....	3	5
M 1	Algebra.....	3	5	M 4	Analytic Geometry..	5	9
M 3	Trigonometry.....	2	4	CH 2	Chemistry.....	4	6
D 1-2	Graphics.....	6	3	D 1-2	Graphics.....	6	3
P 1	Physics I.....	3	5	P 2	Physics I.....	3	5
U 1-2	Physical Training...	2	0	U 1-2	Physical Training...	2	0
U 3-4	Hygiene.....	1	1	U 3-4	Hygiene.....	1	1
CI 1	Surveying.....	2	2			—	—
		22	25			24	29

### *Second Year*

E 3-4	English II.....	3	5	E 3-4	English II.....	3	5
M 5	Differential Calculus	4	6	M 6	Integral Calculus...	4	6
P 3	Physics II.....	3	5	P 4	Physics II.....	3	5
P 5	Physics Laboratory..	2	2	P 6	Physics Laboratory..	2	2
EL 3	Applied Electricity..	4	6	ME 20	Applied Mechanics...	4	6
D 3-4	Machine Drawing...	3	0	D 3-4	Machine Drawing...	3	3
ME 11	Production Processes	3	3			—	—
		22	27			19	27

### *Third Year*

Ec 21-22	Economics.....	3	4	Ec 21-22	Economics.....	3	4
ME 21	Applied Mechanics..	4	6	ME 22	Strength of Materials	4	6
D 7-8	Mechanism.....	4	4	D 7-8	Mechanism.....	4	4
EL 5	Electrical Machinery	2	2	ME 14	Mech. of Machines..	3	3
EL 7	Elec. Mach'y Lab....	2	2	CI 12	Hydraulics.....	3	6
ME 13	Production Eng. ....	3	3	ME 30	Thermodynamics....	3	6
CI 13	Materials.....	2	4			—	—
		20	25			20	29

### *Fourth Year*

S 1-2	Psychology.....	3	4	S 1-2	Psychology.....	3	4
U 5-6	Engineering Conf....	2	1	U 5-6	Engineering Conf....	2	1
ME 23	Strength of Materials	4	6	ME 42	Heat and Ventilation	3	6
ME 41	Power Plant Equip..	4	6	ME 50	Machine Design.....	6	3
ME 31	Heat Engineering ...	3	6	ME 32	Heat Engineering ...	3	6
ME 61	Engineering Lab. ...	3	3	ME 62	Engineering Lab. ...	4	6
		19	26			21	26

### *Fifth Year*

S 3-4	Sociology.....	3	4	S 3-4	Sociology.....	3	4
U 7-8	Engineering Conf....	2	1	U 7-8	Engineering Conf....	2	1
ME 51	Machine Design ....	6	3	ME 52	Machine Design.....	6	3
ME 15	Industrial Plants....	6	3	ME 16	Industrial Plants....	6	3
ME 63	Engineering Lab....	4	6	ME 44	Power Plant Eng....	4	6
ME 33	Refrigeration.....	3	6	ME 34	Steam Turbines.....	3	6
	Thesis.....	1	6		Thesis.....	1	6
		25	29			25	29



## *Department of Mechanical Engineering*

PROFESSOR JOSEPH W. ZELLER, *Chairman*

The technical courses of the Mechanical Engineering Curriculum are designed to give the student a broad foundation in those fundamental subjects which form the basis for all professional engineering practice, and especially to equip the young engineer with a knowledge of the various phases of Mechanical Engineering. The curriculum embraces instruction by textbook, lecture, laboratory, drafting and designing room practice, with special reference to the following branches: applied mechanics, heat engineering, hydraulic engineering, applied electricity, machine design, and experimental engineering.

Along with the theoretical work, there runs a well planned laboratory course which is expected to develop the student's initiative and instill accuracy. The students perform the tests themselves on the machines such as engines, compressors, pumps, and other power plant equipment, and make reports on the results obtained.

The instruction aims to develop in the student the ability to think clearly and logically in the application of fundamental principles to engineering problems. The class-room work in the professional subjects is arranged with due regard to modern industrial conditions, in order that the student may connect theory with practice and appreciate the necessity of both in order to become a successful engineer. With this in view, special courses are given involving a discussion of problems which have presented themselves to the students and requiring a familiarity with the contents of current engineering periodicals. At all times it is sought to develop self-confidence in the student, and he is encouraged to take the initiative.

The Mechanical Engineering Department trains men capable of designing, erecting, testing, organizing, and managing. The department aims to produce trained engineers, whose knowledge of fundamentals, technical theory, and engineering judgment qualify the young graduate to develop in the engineering field and ultimately hold positions of responsibility.

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The following table sets forth the prerequisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

ADVANCED COURSES		PRE-REQUISITE COURSES	
		<i>Second Year</i>	
M 5	Differential Calculus	M 1	Algebra, M 4 Analytic Geometry
ME 20	Applied Mechanics	P 3	Physics II
		<i>Third Year</i>	
ME 22	Strength of Materials	ME 20	Applied Mechanics
EL 5	Electrical Machinery	EL 3	Applied Electricity
ME 13	Production Engineering	ME 11	Production Processes
		<i>Fourth Year</i>	
ME 23	Strength of Materials	ME 22	Strength of Materials
ME 31	Heat Engineering	ME 30	Thermodynamics
		<i>Fifth Year</i>	
ME 51	Machine Design	ME 23	Strength of Materials
ME 15	Industrial Plants	{ME 23	Strength of Materials
		{ME 41	Power Plant Equipment
ME 44	Power Plant Engineering	{ME 32	Heat Engineering
		{ME 41	Power Plant Equipment

The outlines and synopses which follow include all technical courses offered by this department.

### *ME 11 Production Processes*

*Curriculums: II, V*

*Second year, first semester*

*Three hours per week*

This is a descriptive course in which the methods employed in foundry work and shop practice, including the wood working and machine shop, are studied.

The work will be composed largely of demonstrations by the instructor covering the principles of molding for the purpose of showing the reasons for draft and the special features of pattern construction. The names and characteristics of materials, equipment and machines used in the foundry will be taken up in detail, and the methods of tempering sand and making simple green sand molds explained.

The construction, operation and the uses of the various machine tools such as the lathe, boring mill, milling machine, drill press, grinder, planer, gear cutter, and shaper will be explained by lectures and demonstrations.

Mr. ALEXANDER.

### *ME 13 Production Engineering*

*Curriculums: II, V*

*Third year, first semester*

*Pre-requisite: ME-11*

*Three hours per week*

This course is a continuation of ME-11 Production Processes. It treats of more advanced work in the production field, such as tempering; forging, both hand and machine; and heat treating.

A study is made of the sequence of machine operations in machining typical jobs.

The course is conducted through lectures, the showing of slides, and demonstrations in the school shop.

Mr. ALEXANDER.

### *ME 14 Mechanism of Machines*

*Curriculum: II*

*Third year, second semester*

*Preparation: D 7-8*

*Three hours per week*

This course is designed to supplement the work in pure mechanism as covered in the course in Mechanism D 7-8. The application of mechanisms to actual machines will be considered, so that the student may have a knowledge of a series of practical mechanisms adapted to carrying out special purposes and so that he may thereby increase his ability to analyze the action of other machines. During the course the student is required to solve a number of problems in which the principles discussed are applied to various machine tools.

Professor STEARNS

### *ME 15 Industrial Plants*

*Curriculums: II and V*

*Fifth year, first semester*

*Pre-requisites: ME-23, ME-41*

*Six hours per week*

The principles involved in the erection, installation, and management of an industrial plant are studied in this course. Various types of structures are described, with attention to such details as foundations, walls, columns, floors, windows, and so forth; and the calculations and layout for a typical mill are discussed. This material is followed by a problem on the calculation and layout of a machine shop, including power requirements and placement of machines, with special consideration to the best conditions for maximum production and the most effective routing of a given product.

Professor STEARNS.

### *ME 16 Industrial Plants*

*Curriculums: II and V*

*Fifth year, second semester*

*Preparation: ME-15*

*Six hours per week*

This course, a continuation of ME-15, includes a design problem on the calculation and layout of a power plant. Sizes of equipment, costs of power generation, and various operating practices are discussed and worked out. The later problems of the course have to do with the layout of the power plant previously figured.

Professor STEARNS.

### ME 20 *Applied Mechanics (Statics)*

*Curriculum:* All  
*Second year, second semester*

*Pre-requisite:* P-3  
*Four hours per week*

The subjects treated are: Collinear, parallel, concurrent, and non-concurrent force systems in a plane and in space; the determination of the resultant of such systems by both algebraic and graphical means, special emphasis being placed on the funicular polygon method for coplanar force systems; the forces required to produce equilibrium in such systems; first moments; and problems involving static friction, such as the inclined plane and the wedge.

Professor FERRETTI, Professor WHITTAKER and Mr. BAIRD.

### ME 21 *Applied Mechanics (Kinetics)*

*Curriculum:* All  
*Third year, first semester*

*Preparation:* ME-20, M-6  
*Four hours per week*

The subjects treated are: continuation of first moments as applied to varying intensity of force and to the determination of center of gravities of areas and solids; second moments and the application to the determination of moment of inertia of plane and solid figures, radius of gyration, polar moment of inertia; product of inertia principle axes, uniform motion, uniformly accelerated motion, variable accelerated motion, harmonic motion, simple pendulum, rotation, work, energy, momentum and impact.

Professor FERRETTI, Professor WHITTAKER and Mr. BAIRD.

### ME 22 *Strength of Materials*

*Curriculum:* I, II and V

*Third year, second semester*

*Pre-requisite:* ME-20  
*Preparation:* M-6, ME-21  
*Four hours per week*

The topics covered in this course are physical properties of materials and stresses in thin hollow cylinders; riveted connections, and beams.

Professor GRAMSTORFF.

### ME 23 *Strength of Materials*

*Curriculum:* I, II and V  
*Fourth year, first semester*

*Pre-requisite:* ME-22  
*Four hours per week*

This is a continuation of ME-22 covering analysis of stress, deflection of beams, combined stresses, columns, and shafting.

Professor GRAMSTORFF.



### ME 24 *Strength of Materials*

*Curriculums: III and IV*

*Third year, second semester*

*Pre-requisite: ME-20*

*Preparation: M-6, ME-21*

*Four hours per week*

This course is similar to Strength of Materials ME-22 with the addition of column action.

PROFESSOR GRAMSTORFF.

### ME 30 *Thermodynamics*

*Curriculums: II and IV*

*Third year, second semester*

*Preparation: M-6, P-4*

*Three hours per week*

In this introductory course in the fundamentals of thermodynamics the following subjects are discussed: General theory of heat and matter; first and second laws of thermodynamics; equations of state; fundamental equations of thermodynamics; laws of perfect gases; properties of vapors including development and use of tables and charts; thermodynamic processes of gases, and saturated and superheated vapors; and the general equations for the flow of fluids.

PROFESSOR FERRETTI.

### ME 31 *Heat Engineering*

*Curriculum: II*

*Fourth year, first semester*

*Pre-requisite: ME-30*

*Three hours per week*

This course in the application of the principles of thermodynamics of engineering problems includes a discussion of the vapor engine, — the Rankine, reheating, regenerative, and binary vapor cycles, and horse power and efficiency calculations; a discussion of the principles of heat transfer, — conduction, radiation, and convection effects for steady flow conditions; and a discussion of air compression, — single and multiple stage, and volumetric efficiency.

PROFESSOR FERRETTI.

### ME 32 *Heat Engineering*

*Curriculum: II*

*Fourth year, second semester*

*Preparation: ME-31*

*Three hours per week*

This course is a continuation of ME-31. The subjects under discussion are fuels and combustion; heat balance of a boiler

plant; hot air and internal combustion engine cycles, and so forth.

PROFESSOR FERRETTI.

### ME 33 *Refrigeration*

*Curriculum: II*  
*Fifth year, first semester*

*Preparation: ME-31*  
*Three hours per week*

This course consists in a detailed discussion of the theory and equipment of refrigeration. It includes a study of the properties of various refrigerants, the vapor compression and absorption machines, heat transfer through walls and apparatus, and some of the principal applications, such as ice making.

PROFESSOR FERRETTI.

### ME 34 *Steam Turbines*

*Curriculum: II*  
*Fifth year, second semester*

*Preparation: ME-31*  
*Three hours per week*

A study is first made of the flow of steam through nozzles, dynamic action of jets on moving blades, and other elements in the design of a steam turbine. This material is followed by a consideration of the various types of turbines, their governing mechanisms, condensing equipment, and other constructional details.

PROFESSOR FERRETTI.

### ME 35 *Heat Engineering*

*Curriculum: I*  
*Third year, first semester*

*Preparation: P-4*  
*Three hours per week*

This is a short course covering the elements of thermodynamics and affording a general discussion of modern power plant equipment. Some typical calculations are made in regard to apparatus, but the course is mainly descriptive.

PROFESSOR FERRETTI.

### ME 37 *Heat Engineering*

*Curriculum: III and V*  
*Fourth year, first semester*

*Preparation: P-4*  
*Three hours per week*

This course consists in a discussion of the various apparatus used in modern power plants, such as boilers, engines, turbines, and auxiliary equipment used in connection with the operation

of a power house. The aim of the course is to familiarize the student with the theory and application of prime movers, having fuels as the basis of power for electrical generation.

PROFESSOR STEARNS.

### ME 38 *Heat Engineering*

*Curriculums: III and V*  
*Fourth year, second semester*

*Pre-requisite: ME-37*  
*Three hours per week*

This course is a continuation of Heat Engineering ME-37, with a further discussion of equipment used in power plants.

PROFESSOR STEARNS.

### ME 41 *Power Plant Equipment*

*Curriculum: II*  
*Fourth year, first semester*

*Four hours per week*

The course is largely a description of the many appliances used in modern power plants. There is also taken up a discussion of boilers and boiler accessories, ash and coal handling systems, the various types of engines — gas engines and turbines — with their valve gears and governing devices, condensers, feed-water heaters, pumps, etc.

PROFESSOR ZELLER.

### ME 42 *Heating and Ventilation*

*Curriculum: II*  
*Fourth year, second semester*

*Three hours per week*

The most important methods of heating and ventilating various types of buildings are studied in this course. The principles of heat transfer and air flow are reviewed, and the application of them in the various systems is brought out through lectures and problems.

PROFESSOR STEARNS.

### ME 44 *Power Plant Engineering*

*Curriculum: II*  
*Fifth year, second semester*

*Pre-requisite: ME-32, ME-41*  
*Four hours per week*

This course consists of topics and problems chosen largely from engineering practice selected to convey to the engineering students a firm grasp of fundamental principles and engineering methods of attacking and analyzing problems in power plant,

not only from the point of view of scientific theory, but also with due consideration of the limitations imposed by practice and by costs. Efficiency and operation costs of different types of plants such as steam, hydro-electric, and Diesel engines are also carefully studied to determine the type of plant best suited for the conditions and location involved.

Professor ZELLER.

### ME 50 Machine Design

*Curriculum: II*

*\*Preparation:*

{ME-22  
ME-23

*Fourth year, second semester*

*Six hours per week*

This is an application of the principles studied in Applied Mechanics. The problem work of the course consists mainly in the design of a steam boiler as the stresses for such a design are known to a great degree of certainty, and the materials of construction are very reliable.

Professor FERRETTI.

### ME 51 Machine Design

*Curriculum: II*

*Pre-requisite: ME-23*

*Fifth year, first semester*

*Preparation: ME-50*

*Six hours per week*

Further practice is given the student in the application of theoretical principles previously studied, and at the same time he becomes familiar with the many practical details which must be considered in design work. The problems taken up in the early part of the course are of a static nature, while the later problems involve dynamical stresses. The problems vary from year to year, but the following are typical of the designs taken up: hydraulic press, arbor press, hydraulic flanging clamp, crane, air compressor, punch and shear, stone-crusher, etc.

In each design, the construction details are carefully considered, with special attention to methods of manufacture, provision for wear, lubrication, etc. The work is based on rational rather than empirical methods, the student being required to make all calculations for determining the sizes of the various parts and all necessary working drawings.

Professor ZELLER.

### ME 52 Machine Design

*Curriculum: II*

*Preparation: ME-51*

*Fifth year, second semester*

*Six hours per week*

This course comprises a continuation of Machine Design ME 51



with special reference to designs involving dynamical stresses. A thorough discussion of the principles and methods of lubrication forms a part of the course.

PROFESSOR ZELLER.

### ME 61 *Engineering Laboratory*

*Curriculum: II*  
*Fourth year, first semester*

*Preparation: ME-30, \*ME-31*  
*Three hours per week*

This course comprises a preliminary series of experiments upon various apparatus used in modern power plants, to illustrate under actual conditions the principles developed in *Thermodynamics* ME-30. These exercises are a preparation for more complete tests to be run during the following semester.

The knowledge they have gained in the classroom, the students here apply in actual tests, and make a complete report of the experiments, including methods of testing and calculations. The following experiments are illustrative of the type of work taken up: Calibration of gages, indicator practice, plain slide valve setting, test on steam calorimeters, flow of steam through orifice, steam injector test, weir calibration, and tests on friction of drives.

PROFESSOR STEARNS, MR. ALEXANDER, and ASSISTANTS.

### ME 62 *Engineering Laboratory*

*Curriculum: II*  
*Fourth year, second semester*

*Preparation: ME-61, \*ME-32*  
*Four hours per week*

This course consists of a series of tests on various types of power plant equipment, more complete than those made in ME-61. Among the pieces of apparatus tested are the following: Steam engine, gasoline engine, air compressor, triplex power pump, steam pulsometer, rotary power pump, Pelton water wheel, centrifugal pumps, Ford gasoline engine, Warren steam pump, and steam turbine. Experiments are also made in flow of water measurement and flow of air.

A complete report is made on each test, describing the machine tested, explaining how the test is made, and giving the results, in accordance with the A. S. M. E. Power Test Codes.

PROFESSOR STEARNS, MR. ALEXANDER, and ASSISTANTS.

### ME 63 *Engineering Laboratory*

*Curriculum: II*

*Fifth year, first semester*

*Preparation: ME-62, ME-33*

*Three hours per week*

This is a continuation of course ME-62, to which it is generally similar. Some further experiments are made in the testing of materials, such as compressive, tensile, and bending tests. A boiler test of from ten to twenty-four hours' duration is made to determine the performance and efficiency of the boilers in the power plant; and oils and coals are tested in the Laboratory to determine their characteristics and calorific values.

Professor STEARNS, Mr. ALEXANDER, and ASSISTANTS.

### ME 65 *Mechanical Laboratory*

*Curriculum: III*

*Fifth year, first semester*

*Preparation: ME-37, ME-38*

*Two hours per week*

This course is a condensation of courses in Engineering Laboratory ME-61 and ME-62, including some of the experiments mentioned in both courses. The work proceeds along the same general lines.

Professor STEARNS, Mr. ALEXANDER, and ASSISTANTS.

### ME 66 *Mechanical Laboratory*

*Curriculum: III*

*Fifth year, second semester*

*Preparation: ME-37, ME-38*

*Two hours per week*

This is a continuation of course ME-65, with other tests on power plant equipment. The principles discussed in Heat Engineering ME-37 and ME-38 are here applied to actual conditions of operation.

Professor STEARNS, Mr. ALEXANDER, and ASSISTANTS.

### ME 68 *Engineering Laboratory*

*Curriculum: V*

*Fourth year, second semester*

*Preparation: ME-37, ME-38*

*Four hours per week*

This course is a condensation of courses in Engineering Laboratory ME-61 and ME-62, and is similar in method and content to courses ME-65 and ME-66.

Mr. ALEXANDER.

## ME 70 *Testing Materials Laboratory*

*Curriculums: I and V*  
*Fourth year, second semester*

*Preparation: ME-23*  
*Two hours per week*

The work of this course is carried out by the students, under direction by faculty members. It includes tests to determine the elongation, reduction of areas, modulus of elasticity, yield point, and ultimate compressive strength of metals such as steel, cast iron, copper, and brass; compressive tests on timber and concrete; and tests to determine the deflection, modulus of elasticity, elastic limit, and ultimate transverse strength of steel and wooden beams subject to transverse loads.

Mr. ALEXANDER.

\* Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

*Curriculum III—Electrical Engineering**First Year*

FIRST SEMESTER		Hours per week Cl Out		SECOND SEMESTER		Hours per week Cl Out	
E 1-2	English I.....	3	5	E 1-2	English I.....	3	5
M 1	Algebra.....	3	5	M 4	Analytic Geometry..	5	9
M 3	Trigonometry.....	2	4	CH 2	Chemistry.....	4	6
D 1-2	Graphics.....	6	3	D 1-2	Graphics.....	6	3
P 1	Physics I.....	3	5	P 2	Physics I.....	3	5
U 1-2	Physical Training...	2	0	U 1-2	Physical Training...	2	0
U 3-4	Hygiene.....	1	1	U 3-4	Hygiene.....	1	1
CI 1	Surveying.....	2	2				
		22	25			24	29

*Second Year*

E 3-4	English II.....	3	5	E 3-4	English II.....	3	5
M 5	Differential Calculus	4	6	M 6	Integral Calculus...	4	6
P 3	Physics II.....	3	5	P 4	Physics II.....	3	5
P 5	Physics Laboratory	2	2	P 6	Physics Laboratory..	2	2
D 5-6	Eng. Drawing.....	3	0	D 5-6	Eng. Drawing.....	3	0
EL 1	Electrical Eng. I....	4	6	ME 20	Applied Mechanics..	4	6
				EL 2	D. C. Machinery....	3	3
		19	24			22	27

*Third Year*

Ec 21-22	Economics.....	3	4	Ec 21-22	Economics.....	3	4
ME 21	Applied Mechanics..	4	6	ME 24	Strength of Materials	4	6
EL 9-10	Electrical Eng. II....	3	6	EL 9-10	Electrical Eng. II....	3	6
EL 11-12	Electrical Eng. Lab.	3	2	EL 11-12	Electrical Eng. Lab.	3	3
EL 13-14	Elec. Measurements.	3	5	EL 13-14	Elec. Measurements.	3	5
M7	Differential Equat'ns	4	6	EL 16	Elec. Meas. Lab....	3	3
		20	29			19	27

*Fourth Year*

S 1-2	Psychology.....	3	4	S 1-2	Psychology.....	3	4
U 5-6	Engineering Conf....	2	1	U 5-6	Engineering Conf....	2	1
ME 37	Heat Engineering ...	3	6	ME 38	Heat Engineering....	3	6
EL 17-18	Elec. Eng. III.....	3	6	EL 17-18	Elec. Eng. III.....	3	6
EL 19-20	Elec. Testing Lab....	5	3	EL 19-20	Elec. Testing Lab....	5	3
EL 21-22	Electrophysics.....	3	4	EL 21-22	Electrophysics.....	3	4
EL 23	Standardizing Lab...	3	3				
		22	27			19	24

*Fifth Year*

S 3-4	Sociology.....	3	4	S 3-4	Sociology.....	3	4
U 7-8	Engineering Conf....	2	1	U 7-8	Engineering Conf....	2	1
EL 25-26	Elec. Eng. IV.....	4	8	EL 25-26	Elec. Eng. IV.....	4	8
EL 27-28	A.C. Machinery Lab.	5	3	EL 27-28	A.C. Machinery Lab.	5	3
EL 29	Elec. Eng. V. A....	4	6	EL 30	Elec. Eng. V. B....	4	6
ME 65	Mechanical Lab....	2	2	ME 66	Mechanical Lab....	2	2
	Thesis.....	1	6		Thesis.....	1	6
		21	30			21	30



## *Department of Electrical Engineering*

PROFESSOR WILLIAM LINCOLN SMITH, *Chairman*

Probably none of the branches of scientific knowledge has been so markedly modified during the past decade as that relating to Electrical Engineering, nor has any other exerted such a profound influence upon the scientific thought of the period. "A science, like a plant, grows in the main by a process of infinitesimal accretion. Its theory is built like a cathedral through the addition by many builders of many different elements, and this is pre-eminently true of electrical theory." It is absolutely essential that the electrical engineer who hopes to make a success of his work should be able to grasp readily and absorb effectively the meaning and content of the many scientific memoirs recording the results of research bearing upon and directly influencing his chosen branch of engineering.

He must have a thorough appreciation of physical theory, a clear understanding of chemical principles, and a broad working knowledge of mathematics. It is essential that each student planning to take this curriculum should realize the fundamental necessity of obtaining a solid grounding in these three subjects upon which the success of his future work will definitely hinge.

It is not the purpose of the curriculum to attempt the impossible in aiming to turn out electrical engineers, fully trained in any or all branches of the science, especially as it is becoming daily more differentiated and specialized. The technical courses of the curriculum are designed rather to lay a broad and secure foundation for future progress along the lines of activity which may particularly appeal to each individual student and give him a good working knowledge of the essential principles which underlie each of the more specialized branches of professional work.

Parallel with the theoretical work runs a carefully planned course of laboratory instruction which is intended to develop the student's power of accurate observation, of planning work and methods of procedure for himself with due regard to saving of time and labor and precision of the results attained.

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The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

## ADVANCED COURSES

## PRE-REQUISITE COURSES

*Second Year*

M 5 Differential Calculus  
ME 20 Applied Mechanics

M 1 Algebra, M 4 Analytic Geometry  
P 3 Physics II

*Third Year*

ME 24 Strength of Materials  
EL 9-10 Electrical Engineering II  
M 7 Differential Equations

ME 20 Applied Mechanics  
EL 1 Electrical Engineering I  
M 6 Integral Calculus

*Fourth Year*

ME 38 Heat Engineering  
EL 17-18 Electrical Engineering III  
EL 21-22 Electrophysics

ME 37 Heat Engineering  
M 6 Integral Calculus  
M 7 Differential Calculus

*Fifth Year*

EL 25-26 Electrical Engineering IV  
EL 29 Electrical Engineering V A

EL 17-18 Electrical Engineering III  
EL 21-22 Electrophysics

The outlines and synopses which follow include all technical courses offered by this department.

*EL 1 Electrical Engineering I*

*Curriculum: III*

*Second year, first semester*

*Four hours per week*

This is the first technical course in the Electrical Work of Curriculum III. Based upon the knowledge of the elementary principles of electricity and magnetism obtained in course P-1 it discusses the nature of electromotive force and current and their dimensions, resistance of conductors in detail, Kirschoff's Laws as applied to simple net works and distribution systems, electrolytic conduction, capacity and condensers, magnetic phenomena produced by electric currents and finally induced E. M. F. S. and currents. The treatment is thoroughly quantitative and exact computation of the many problems insisted on.

Mr. LA BREE.

*EL 2 D. C. Machinery*

*Curriculum: III*

*Second year, second semester*

*Preparation: EL-1*

*Three hours per week*

Assuming the equation for induced electromotive force ( $E = Blv10^8$ ), the fundamental theory of the direct current machine is developed and its application to the various types of generators and motors developed. The winding of armatures, commutation and armature reaction and its compensation are

discussed and the operating characteristics of the different machines studied.

Professor MUCKENHOUP.

### *EL 3 Applied Electricity*

*Curriculum: I, II, IV, and V*  
*Second year, first semester*

*Preparation: P-2*  
*Four hours per week*

This course gives to students in the non-electrical curricula the fundamentals of modern electrical practice. It consists of lectures and reference reading on the generation and distribution of power, electric motors and their applications, lighting, heating and refrigeration, electric railways and communication. Recognition is taken of the fact that the non-electrical engineer rarely copes with design, but very frequently with application of electrical equipment and that his interest is in a broad understanding of this field.

Professor MUCKENHOUP and Mr. LA BREE.

### *EL 5 Electrical Machinery*

*Curriculum: II*  
*Third year, first semester*

*Pre-requisite: EL-3*  
*Two hours per week*

This course is concerned with the theory and application of the electrical equipment most often met by practising engineers. Descriptions of the parts of the machines, their operating characteristics and of their special fields of usefulness are extended chiefly over shunt, series and compound direct current motors and generators, alternators, transformers, synchronous and induction motors. Consideration is given to auxiliary apparatus insofar as necessary to a good understanding of the functioning of the machinery as a whole.

Professor MUCKENHOUP

### *EL 7 Electrical Machinery Laboratory*

*Curriculum: II*  
*Third year, first semester*

*Preparation: \*EL-5*  
*Two hours per week*

This course is given parallel to EL-5 and consists of demonstrations, and tests by the students in the laboratory. Tests are made on various direct and alternating current machines. The object is to give the students facility in connecting and operating the machines as well as to observe in actual practice the

characteristics studied in EL-5. Outside reports are required to be written up for each experiment.

Mr. LA BREE.

### *EL 9-10 Electrical Engineering II*

*Curriculum: III*

*Preparation: \*M-7*

*Third year, both semesters*

*Pre-requisite: EL-1  
Three hours per week*

The first semester of this course deals with electrostatic phenomena, forces and fields and the general consideration of electric potential, also the similar study of the magnetic field and phenomena the discussion being based on selected portions of Bennett's electrodynamics for engineers. In the second semester the subject of variable currents is taken up involving the solutions of the differential equations giving the growth and decay of current in inductive, condensive and the general circuit under constant and sinusoidal electromotive forces and when short circuited with steady state currents flowing.

Professor SMITH.

### *EL 11-12 Electrical Engineering Laboratory*

*Curriculum: III*

*Preparation: EL-2*

*Third year, both semesters*

*Three hours per week*

This is a laboratory course intended to develop a thorough understanding of the operating characteristics of the individual machines studied in course EL-2, including parallel operation of shunt and compound generators and the three-wire generator. As it is also the purpose of this course to inculcate correct methods of work and preparation of preliminary and final reports, no definite number of experiments is required but the utmost emphasis is placed upon the quality of the data and style and content of the completed reports.

Professor MUCKENHOUPF, Mr. LA BREE.

### *EL 13-14 Electrical Measurements*

*Curriculum: III*

*Preparation: EL 9-10, M-5*

*Third year, both semesters*

*Three hours per week*

A brief discussion of measurement in general and electrical measurements in particular, in which a review of the electrical



units and their definitions has a part, is taken up. Resistance devices, galvanometers, ammeters, and voltmeters are next discussed, the treatment of other instruments being taken up later in connection with their uses. This is followed by a detailed discussion of the methods of measuring the various electrical quantities — resistance, resistivity, conductivity, current, electromotive force, capacitance, inductance, magnetic induction, permeability, hysteresis loss, energy and power. The student is given a thorough discussion of the construction, theory of operation, method of use, sources of error, etc., of the types of measuring instruments used in commercial work and in the standardizing laboratory.

PROFESSOR PORTER.

### *EL 16 Electrical Measurements, Laboratory*

*Curriculum: III*  
*Third year, second semester*

*Preparation: \*EL 13-14*  
*Three hours per week*

This course consists of a series of experiments emphasizing the principles developed in course EL 13-14. The student becomes familiar with the use of the standard apparatus in use in testing laboratories. Particular stress is laid on the correct use of the apparatus, and precision discussions are required throughout.

The experiments cover such matters as the measurement of resistance by various methods, resistivity, conductivity, electromotive force, current inductance, capacitance, magnetic induction, magnetizing force, hysteresis loss, etc., in cable testing, magnetic testing, wave form determination, and the use of special apparatus.

Thorough training in the principles of precision of measurements is also given, and applied to each experiment performed.

PROFESSOR PORTER.

### *EL 17-18 Electrical Engineering III*

*Curriculum: III*  
*Fourth year, both semesters*

*Pre-requisite: M-6*  
*Preparation: EL 9-10*  
*Three hours per week*

Lectures, recitations and problem work upon the electro-magnetic and electro-static fields and the theory of alternating currents are taken up. The course covers the consideration of the "steady state," both when we have a pure sine wave and when we have a complex wave. Transients are not considered.

The subject is developed principally by the aid of vector algebra, and the student is urged to use the methods of complex quantity to the fullest extent.

Application of the principles developed to all possible combinations of resistance, inductive and condensive reactances in both single and polyphase circuits is given by the working of about two hundred problems involving both analytical and graphical methods.

Professors SMITH and PORTER.

### *EL 19-20 Electrical Testing Laboratory*

*Curriculum: III*  
*Fourth year, both semesters*

*Preparation: EL 11-12, \*EL 17-18*  
*Five hours per week*

The course consists of a series of experiments involving the testing of machines; together with experiments intended to elucidate practically the principles developed in the parallel course on alternating currents, EL 17-18, and also to train the student in the use of the special types of instruments which he will later use in laboratory work upon alternating current machinery.

Illustrative experiments are:

Stray power tests, Prony brake tests, retardation tests, pumping back tests, regulation tests, heat runs, analysis of losses, etc.

Study of A. C. series and parallel circuits, resonant conditions effect of frequency change on circuit constants, power factor measurements, power measurements, etc.

As the course progresses, the student is thrown more and more upon his own resources; a desired result is stated to him, and he is left to plan out his own methods, settle upon the apparatus needed, solve his precision requirements, calibrate the instruments, if necessary, and finally turn in a detailed report covering all phases of the work from its inception.

Professor MUCKENHOUT, Mr. LA BREE.

### *EL 21-22 Electrophysics*

*Curriculum: III*  
*Fourth year, both semesters*

*Pre-requisite: M-7*  
*Three hours per week*

The first five weeks of the course is given to a discussion of Maxwell's theory the students being referred to the criticism and

comments as given by Richtmeyer in his Introduction to Modern Physics after which the considerations leading to the discovery of the electron are discussed and the balance of the year is taken up with the study of the modern theories of electricity, electrical constitution of matter, photo electric phenomena, X-rays, radio activity and quanta.

Professor SMITH.

### *EL 23 Standardizing Laboratory*

*Curriculum: III*  
*Fourth year, first semester*

*Preparation: EL-16*  
*Three hours per week*

This laboratory course is given over to the use of Laboratory and Secondary standards and precision methods as applied to checking resistances, calibration of indicating and integrating instruments of various types.

It involves the use of the potentiometer, Weston laboratory standard instruments; precision model Kelvin Low Resistance & Carey-Foster bridges; Westinghouse portable oscillograph, standard daylight photometer; potential phase shifters and rotating standard.

Testing for characteristics and investigation of the action of three element tubes, tungar rectifier, and Piezo oscillating crystals.

Precision work is insisted on throughout, and while the student is trained to develop speed and quickness of manipulation, this is never at the expense of quality and accuracy of the work.

Professor PORTER.

### *EL 25-26 Electrical Engineering IV*

*Curriculum: III*  
*Fifth year, both semesters*

*Pre-requisite: EL 17-18*  
*Four hours per week*

This is a careful, thorough, and detailed discussion of the construction, theory, operating characteristics, and testing of the various types of alternating current machinery. The first half of the course is equally divided between the transformer and the synchronous generator. In the second half of the course synchronous motors, parallel operation of alternators, synchronous converters, polyphase induction motors, the induction generator, single phase induction motors, and commutating alternating current motors are taken up.

Professor RICHARDS.

### *EL 27-28 A. C. Machinery Laboratory*

*Curriculum: III*  
*Fifth year, both semesters*

*Preparation: \*EL 25-26*  
*Five hours per week*

This is a laboratory course to accompany course EL 25-26 in alternating current machinery. The work includes tests on the heating, efficiency, and determination of the characteristics of the various types of alternating-current machinery, such as transformers, generators, and motors. A detailed preliminary study is made of each assigned experiment, involving the theoretical principles, the method of procedure to obtain the required results, and the way in which the results should be worked up. This is embodied in a preliminary report. The student then does the necessary laboratory work to obtain the required data; and finally works up the whole into a detailed final report. The assistance given by the instructor is reduced to a minimum, the initiative and resourcefulness of the student being depended on to the greatest extent.

PROFESSOR RICHARDS and ASSISTANT.

### *EL 29 Electrical Engineering V A*

*Curriculum: III*  
*Fifth year, first semester*

*Preparation: EL 17-18*  
*Pre-requisite: EL 21-22*  
*Four hours per week*

This course is designed to give the student a thorough grounding in the theory and application of the various types of electron tubes. It is not a course in radio communication although of course the tubes as used for this purpose are considered. The theory of thermionic emission is developed and used in studying the different characteristics and constants of operation, construction and design of vacuum tubes. This is followed by a discussion of their use in measuring instruments, oscillographs, rectifying and amplifying circuits and so on.

PROFESSOR PORTER.

### *EL 30 Electrical Engineering V B*

*Curriculum: III*  
*Fifth year, second semester*

*Preparation: EL-29*  
*Four hours per week*

This course covers the theory of electrical transmission circuits in general. A thorough presentation of hyperbolic trigonometry



and complex angles and their functions is followed by the study of the steady state differential equation of the uniform line, the equivalent  $\Pi$  and  $T$  representations, initial transient state, quarter and half wave lines and the fundamental properties of artificial lines and filter circuits.

Professor SMITH.

\* Preparation courses marked with asterisk may be carried simultaneously with the advanced course.

### *Curriculum IV—Chemical Engineering* *First Year*

FIRST SEMESTER		Hours per week Cl Out		SECOND SEMESTER		Hours per week Cl Out	
E 1-2	English I.....	3	5	E 1-2	English I.....	3	5
M 1	Algebra .....	3	5	M 4	Analytic Geometry..	5	9
M 3	Trigonometry.....	2	4	CH 2	Chemistry.....	4	6
D 1-2	Graphics.....	6	3	D 1-2	Graphics.....	6	3
P 1	Physics I.....	3	5	P 2	Physics I.....	3	5
U 1-2	Physical Training...	2	0	U 1-2	Physical Training...	2	0
U 3-4	Hygiene.....	1	1	U 3-4	Hygiene.....	1	1
CI 1	Surveying.....	2	2				
		22	25			24	29

### *Second Year*

E 3-4	English II.....	3	5	E 3-4	English II.....	3	5
M 5	Differential Calculus	4	6	M 6	Integral Calculus...	4	6
P 3	Physics II.....	3	5	P 4	Physics II.....	3	5
EL 3	Applied Electricity..	4	6	ME 20	Applied Mechanics..	4	6
CH 3	Inorganic Chemistry	3	4	CH 10	Qualitative Analysis	3	4
CH 5	Inorganic Chem.Lab.	5	0	CH 12	Qual. Anal. Lab....	5	0
		22	26			22	26

### *Third Year*

Ec 21-22	Economics.....	3	4	Ec 21-22	Economics.....	3	4
ME 21	Applied Mechanics..	4	6	ME 24	Strength of Materials	4	6
CH 15-16	Quantitative Analysis	4	6	CH 15-16	Quantitative Analysis	2	4
CH 17-18	Quant. Anal. Lab....	5	0	CH 17-18	Quant. Anal. Lab....	9	0
CH 13	Qual. Anal. Lab....	5	0	ME 30	Thermodynamics....	3	6
CH 21	Chemical Eng. I....	3	6	CH 22	Chemical Eng. II....	3	5
		24	22			24	25

### *Fourth Year*

S 1-2	Psychology.....	3	4	S 1-2	Psychology.....	3	4
U 5-6	Engineering Conf....	2	1	U 5-6	Engineering Conf....	2	1
CH 31-32	Organic Chemistry..	3	4	CH 31-32	Organic Chemistry..	3	4
CH 33-34	Organic Chem. Lab..	5	0	CH 33-34	Organic Chem. Lab..	5	0
CH 23-24	Chemical Eng. III... 4	6		CH 23-24	Chemical Eng. III... 3	5	
CH 41	Chemical Eng. Lit... 2	4		CH 42	Physical Chemistry I	3	6
CH 25-26	Industrial Chemistry	2	4	CH 25-26	Industrial Chemistry	2	4
		21	23			21	24

### *Fifth Year*

S 3-4	Sociology.....	3	4	S 3-4	Sociology.....	3	4
U 7-8	Engineering Conf....	2	1	U 7-8	Engineering Conf....	2	1
CH 35-36	Organic Chemistry..	2	4	CH 35-36	Organic Chemistry..	2	4
CH 37-38	Organic Chem. Lab..	3	3	CH 37-38	Organic Chem. Lab..	3	3
CH 27-28	Indus. Chem. Prob..	4	2	CH 27-28	Indus. Chem. Prob..	4	2
CH 43-44	Physical Chem. II... 3	6		CH 43-44	Physical Chem. II... 3	6	
	Thesis.....	1	6		Thesis.....	1	6
		18	26			18	26

## *Department of Chemical Engineering*

PROFESSOR SAMUEL A. S. STRAHAN, *Chairman*

The chemical engineer has been well defined as a "professional man experienced in the design, construction, and operation of plants in which materials undergo chemical and physical change." It is the duty of the chemical engineer to cut the costs, increase production, and improve the quality of the products in the industry.

The chemical engineer must possess a working knowledge of the fundamental sciences, he must understand and know how to work with men, and he must recognize in his work the "correct appraisement of values and costs." In addition, he must possess the ability to apply his knowledge to the development and operation of chemical processes and plants.

It is not to be expected that the pursuit of the Chemical Engineering Curriculum will result in the graduation of a seasoned chemical engineer. The curriculum is designed, rather, to lay a sound foundation and to point out the avenues which lead to a successful career as a chemical engineer.

The curriculum furnishes instruction in the fundamental sciences of chemistry, physics, and mathematics; the elements of electrical and mechanical engineering; and in the basic unit chemical engineering operations, such as heating, evaporating, filtering, distilling, crushing, extracting, drying, etc. Courses of a more liberal nature, such as psychology and sociology, are included with the hope that they will be of benefit to the embryo engineer in his contacts with his fellow workers. Through his familiarity with the best in literature and with the developments of our present social and economic system, he will more thoroughly appreciate his responsibility as a citizen.

Instruction in physical chemistry, together with the completion of a thesis, emphasizes the value of scientific research which has become so vital to the progress of modern industry. In the senior year the students, as a group, design an industrial plant for the manufacture of some common chemical. A thorough search is made of the literature for facts relating to the project, processes are tried out on a laboratory-research and on a semi-plant scale, flow sheets are drawn up, suitable large-scale equipment is selected, costs are secured from manufacturers, and as many economic factors such as markets, labor, fuels, power, water supply, transportation, optimum location, etc., are considered as time will permit. A report is then prepared on the feasibility of erecting such a plant.

An opportunity to secure a knowledge of the operation of industrial plants and to see for himself the goal for which he is striving is made available to the student by his contact with industry under the Co-operative Plan.

The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

ADVANCED COURSES	PRE-REQUISITE COURSES
	<i>Second Year</i>
M 5 Differential Calculus	M 1 Algebra, M 4 Analytic Geometry
ME 20 Applied Mechanics	P 3 Physics II
	<i>Third Year</i>
ME 24 Strength of Materials	ME 20 Applied Mechanics

The outlines and synopses which follow include all years and all technical courses of this Department.

## CH 2 Chemistry

*Curriculum: All*

*First year, second semester*

*Four hours per week*

An introductory course not requiring previous knowledge of the subject, and giving a survey of the entire chemical field with some consideration of its background. The course starts with a brief statement of the origin, progress, and present state of development of chemistry. This is followed by a consideration of the fundamental principles of the science such as would be contained in any good elementary text on inorganic chemistry. The latter part of the course consists of a study of such topics as — The Relation of Chemistry to Electricity, The Corrosion of Materials, Water for Industrial and Municipal Use, Chemistry and Food, Colloid Chemistry and its Applications, Chemistry and Medicine, and Chemistry in Industry. Two lectures, illustrative when possible, a recitation hour, a quiz, and assigned readings constitute the weekly plan of instruction.

Professor BAKER and Mr. NEWMAN

## CH 3 Inorganic Chemistry

*Curriculum: IV*

*Second year, first semester*

*Preparation: CH-2*

*Three hours per week*

This course undertakes a more thorough treatment of the modern developments of Inorganic Chemistry. Such topics as Vapor



Pressure, Concentration, Mass-action Law, Dissociation, Chemical and Ionic Equilibria, Solubility Product, Common Ion Effect, Ph Value and Hydrogen Ion Concentration are studied in considerable detail.

It is essential that the student should realize the necessity of obtaining a thorough grounding in these subjects, upon which the success of his future work depends.

Attention is also given to the recent ideas of the atomic structure.

The course is profusely illustrated by chemical calculations based on practical applications.

PROFESSOR STRAHAN.

### *CH 5 Inorganic Chemistry Laboratory*

*Curriculum: IV*

*Second year, first semester*

*Preparation: \*CH-3*

*Five hours per week*

The object is to cultivate scientific attitude and habit of thought on the part of the student, and to increase his power of acquiring knowledge. The experiments are planned to illustrate the topics which have been discussed in the lecture room. Careful manipulations, thoroughness in observation, and accuracy in arriving at conclusions are required of each student. In this, as in all subsequent laboratory work, neat and satisfactory notes will be considered an essential part of the work.

MR. NEWMAN and ASSISTANT.

### *CH 10 Qualitative Analysis*

*Curriculum: IV*

*Second year, second semester*

*Preparation: CH-3*

*Three hours per week*

Analytical determinations supply the fundamental data upon which industrial operations may be successfully carried out.

The essential feature of the course is a system of lectures and recitations carefully co-ordinated with laboratory work, not merely to consider the detection of the common cations and anions, but it involves the application of the theoretical principles relating to hydrolysis, solubility product, ionic equilibrium, amphoteric substances, complex formations, oxidation and reduction, and correct concentrations of substances in solution, as a most efficient means of developing the student's reasoning power and ability to draw logical conclusions from facts.

Attention is given to developing resourcefulness in overcoming difficulties, especially those attendant upon bringing substances into solution.

PROFESSOR STRAHAN.

### *CH 12 Qualitative Analysis Laboratory*

*Curriculum: IV*  
*Second year, second semester*

*Preparation: CH-3*  
*Five hours per week*

In this course no attempt is made to perform a large number of experiments illustrating the solubilities of various compounds, but it is limited to those necessary for the development of a series of logically arranged ones which can later be combined to form a complete system of analysis.

The latest developments in qualitative tests are used when desirable and throughout the course assurance is made that the student understands the reactions and theory involved. From time to time unknown solutions and substances are given to the student for analysis thus emphasizing the practical aspects of the work.

Professor McGUIRE and ASSISTANTS.

### *CH 13 Qualitative Analysis Laboratory*

*Curriculum: IV*  
*Third year, first semester*

*Preparation: CH-12*  
*Five hours per week*

This course, which is similar in purpose to CH-12, includes the reactions and separations of the anions, methods of solution and the actual qualitative analysis of various industrial products, and naturally occurring materials.

Professor McGUIRE.

### *CH 15-16 Quantitative Analysis*

*Curriculum: IV*  
*Third year, both semesters*

*Preparation: CH-3, M-3*  
*Four hours per week first semester*  
*Two hours per week second semester*

It is the purpose of this course to give to the student a realization of the scientific development of quantitative methods. Each of the major operations such as weighing, measurement of volumes, titration, filtration, ignition, and combustion, is considered from the standpoint of the theoretical principles involved, and with due consideration of the manipulative technique necessary.

The combination of these operations in typical determinations is next taken up, followed by a critical discussion of common technical methods, including the standard methods for the analysis of ores, steel, fuels, oils, gases, foods, water, fertilizers, etc.

As the correct calculation of analytical results is of no less

importance than the actual procedures of analysis, a number of problems forms a very important part of the course.

Professor McGUIRE.

### *CH 17-18 Quantitative Analysis Laboratory*

*Curriculum: IV*

*Third year, both semesters*

*Preparation: CH 5,*

*CH 15-16\**

*Five hours per week first semester*

*Nine hours per week second semester*

This is a laboratory course intended to illustrate by actual use the various analytical methods considered in CH 15-16. After certain preliminary experiments designed to acquaint the student with the apparatus used; volumetric analysis, including acidimetry and alkalimetry, oxidation, reduction, and precipitation methods are taken up. This is followed by general gravimetric analysis, electrolytic, electrometric, combustion, and optical analysis.

In the latter half of the course actual industrial methods are used so that at its completion the students should be able to perform satisfactorily any ordinary analysis.

Professor McGUIRE.

### *CH 21 Chemical Engineering I*

*Curriculum: IV*

*Third year, first semester*

*Preparation: CH-3*

*CH 15-16 must be taken concurrently*

*Three hours per week*

This is a course in the principles of chemical engineering and is designed as a preparatory course, leading up to the courses in chemical engineering which follow. Particular attention is given to the study of industrial stoichiometry. The English system is used throughout the course, and the calculation of problems involving common basis and molal relationships are included.

Professor BAKER.

### *CH 22 Chemical Engineering II*

*Curriculum: IV*

*Third year, second semester*

*Preparation: CH-21*

*Three hours per week*

This course includes methods of determining rates of flow and power consumption of fluids flowing through pipe lines. The course differs from the usual course in hydraulics chiefly in the amount of emphasis placed on the flow of gases and oils. Special consideration is given to: Bernoulli's theorem, the venturi

meter, the Thomas flow meter, critical velocity, straight line flow, turbulent flow, viscosity, and the effect of temperature change on friction loss.

Professor BAKER.

### *CH 23-24 Chemical Engineering III*

*Curriculum: IV*

*Fourth year, both semesters*

*Preparation: CH-21, CH-22*

*Four hours per week*

This course consists of a study of the principles underlying the mechanical operations peculiar to the chemical industry. Such unit processes as crushing and grinding, separation, flow of heat, evaporation, distillation, and drying, are considered in detail. Many type problems in chemical engineering are solved during the course.

Professor BAKER.

### *CH 25-26 Industrial Chemistry*

*Curriculum: IV*

*Fourth year, both semesters*

*Preparation: CH-3, CH-21*

*Two hours per week*

The more important industrial processes are studied with a view to the general chemistry involved and to the various types of apparatus necessary to carry out the chemical reactions. The student is given a broad survey of the field of chemical industry and a knowledge of the relationships of the different industries to one another. Special attention is given to the economics of the chemical industry. Lectures, assigned readings, and reports presented by individual students upon assigned topics are included in the course.

Professor BAKER.

### *CH 27-28 Industrial Chemistry Problems*

*Curriculum: IV*

*Fifth year, both semesters*

*Preparation: CH 25-26*

*Four hours per week*

This course includes a consideration of the various problems which arise during the evolution of a chemical plant. The study of the development of a chemical plant is begun with a survey of the literature, continued in the laboratory on experimental and semi-plant scales, and then calculated to a large scale basis. A report is then prepared on the advisability of constructing the chemical plant. Such factors as capital ratio, plant layout, selection and cost of equipment, labor, interest, depreciation, taxes, insurance, and expected financial return, are considered and included in the report as far as possible.

Professor BAKER.





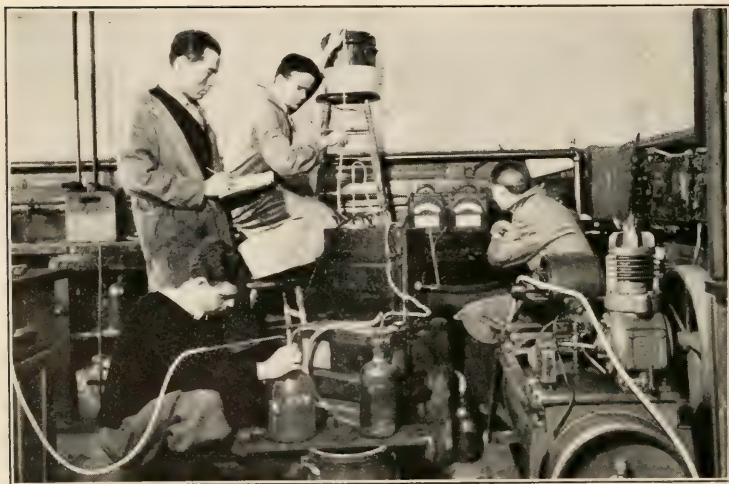
CLASS IN INORGANIC CHEMISTRY



CLASS IN ORGANIC CHEMISTRY



DETERMINATION OF FILTRATION CONSTANT



TEST ON ELECTROLYTIC CHLORINE CELL

### CH 31-32 *Organic Chemistry*

*Curriculum: IV*  
*Fourth year, both semesters*

*Preparation: CH 15-16*  
*Three hours a week*

The course includes a study of the general principles and theories of organic chemistry. An attempt is made to present the subject matter from the viewpoint of the close relationship which exists between the various classes of organic compounds.

Considerable emphasis is placed on genetic charts and on synthesis, by which the compound being studied is related to substances already studied.

By this method the student's interest is stimulated and an opportunity is afforded for the student to correlate his knowledge by constructing similar charts based on analogous reactions.

Some of the more important compounds are studied in detail. The industrial application of many of the theoretical principles of the subject are considered in order to acquaint the student with the practical nature of organic chemistry.

PROFESSOR STRAHAN.

### CH 33-34 *Organic Chemistry Laboratory*

*Curriculum: IV*  
*Fourth year, both semesters*

*\*Preparation: CH 31-32*  
*Five hours a week*

This course consists of a selected number of preparations and includes the more important manipulations designed to teach the student laboratory technique involved in organic work such as; fractional distillation, steam distillation, extraction, crystallization, physical and chemical separations, etc.

These preparations familiarize the student with the general types of chemical changes such as; esterification, saponification, sulfonation, nitration, diazotization, condensation, and the use of catalyst.

One of the important features of the course is to teach the student a definite method of keeping notes of his laboratory work, recording all detailed reactions, calculations and also the answers to a set of questions on each experiment performed.

PROFESSOR STRAHAN.

### CH 35-36 *Organic Chemistry*

*Curriculum: IV*  
*Fifth year, both semesters*

*Preparation: CH 31-32*  
*Two hours a week*

The early part of the course consists of a review of CH 31-32. Emphasis is placed on chemistry of organic radicals, and unsaturation. The rules of substitution are also studied.

In cases where it seems advisable an attempt is made to correlate the theoretical principles with industrial practice, es-

pecially where a given synthesis is the basis of an industrial process.

In a few of the more common industrial organic preparations the amounts of chemicals used, the time, the pressure, the separation of isomers and impurities and the chemical reactions involved are given in exact and minute detail.

The latter part of the course is made a study of the chemistry of the Naphthenes, Terpenes, Alkaloids and their related derivatives.

The student throughout the course will gain a fundamental knowledge of the theory of organic chemistry and at the same time a realization of the direct connection of this theory with its important industrial applications.

Professor STRAHAN.

### CH 37-38 *Organic Chemistry Laboratory*

*Curriculum: IV*

*Fifth year, both semesters*

*Preparation: CH 33-34*

*Three hours a week*

A laboratory study of chemical and physical tests in Qualitative Organic Analysis. The tests are studied through the solving by each individual student of seven typical problems involving liquids, solids, liquid mixture, solid mixture, and an industrial compound. A systematic procedure in the examination, separation, identification and preparation of a derivative will be followed. This system makes possible the collection of sufficient data on each problem for a comprehensive written report which is a feature of the course.

One of the chief values of the course will be the placing of the student on his own responsibility. In connection with the course the student is required to spend a large number of hours in the library acquainting himself with Beilstein's and Clark's *Handbooks on Organic Chemistry*, Mulliken's *Examination of Organic Compounds* and other standard reference books.

He will be able to lessen materially the amount of time spent in the laboratory by conscientious and extended study in the library.

Professor STRAHAN.

### CH 41 *Chemical Engineering Literature*

*Curriculum: IV*

*Fourth year, first semester*

*Preparation: CH-21*

*Two hours per week*

This course is intended to acquaint the chemical student with the constantly increasing volume of scientific literature pertaining to the engineering field. While intended primarily as prepara-



tory to thesis work which follows, it furnishes also a very valuable tool for use in later industrial and scientific work.

After a brief outline of the entire field of scientific literature and a description of various methods of library procedure, the various available sources of scientific information are investigated. Original sources such as scientific journals, government publications, patents and manufacturers' catalogs are first considered. A survey of secondary sources follows, including a study of abstracting journals, reviews, bibliographies, handbooks, standard reference book, encyclopedias, etc. A series of individual library problems, in which the student is required to apply the information obtained in the classroom, forms a very important part of the course.

Professor McGUIRE.

### CH 42 *Physical Chemistry I*

*Curriculum: IV*  
*Fourth year, second semester*

*Preparation: CH 15-16, P-4,*  
*M-6*  
*Three hours per week*

This course begins with a complete resume of our present concepts regarding atomic structure and its relation to photochemistry, optical behavior and the periodic system. Following this atomic and molecular weights, and the properties of gases, liquids, and solids are taken up. Throughout this course, as well as in Physical Chemistry II, which follows, quantitative methods are emphasized and the solving of a number of illustrative problems is required.

Professor McGUIRE.

### CH 43-44 *Physical Chemistry II*

*Curriculum: IV*  
*Fifth year, both semesters*

*Preparation: CH-42*  
*Three hours per week*

This course which is similar in character to Physical Chemistry I includes a consideration of the following topics: Non-ionized, ionized, and colloidal solutions, rates of reaction, homogeneous and heterogeneous equilibrium, thermo-chemistry, and electrochemistry. From time to time industrial and technical applications are considered from the standpoint of physical chemistry, but in such a way as not to lose sight of the broad field of the subject.

Professor McGUIRE.

\* Preparation courses marked with asterisk and the advanced course may be carried simultaneously.



*Curriculum V—Industrial Engineering**First Year*

FIRST SEMESTER			SECOND SEMESTER		
		Hours per week Cl Out			Hours per week Cl Out
E 1-2	English I.....	3 5	E 1-2	English I.....	3 5
M 1	Algebra.....	3 5	M 4	Analytic Geometry..	5 9
M 3	Trigonometry.....	2 4	CH 2	Chemistry.....	4 6
D 1-2	Graphics.....	6 3	D 1-2	Graphics.....	6 3
P 1	Physics I.....	3 5	P 2	Physics I.....	3 5
U 1-2	Physical Training...	2 0	U 1-2	Physical Training...	2 0
U 3-4	Hygiene.....	1 1	U 3-4	Hygiene.....	1 1
CI 1	Surveying.....	2 2			
		22 25			24 29

*Second Year*

E 3-4	English II.....	3 5	E 3-4	English II.....	3 5
M 5	Differential Calculus	4 6	M 6	Integral Calculus...	4 6
P 3	Physics II.....	3 5	P 4	Physics II.....	3 5
P 5	Physics Laboratory..	2 2	P 6	Physics Laboratory..	2 2
EL 3	Applied Electricity..	4 6	ME 20	Applied Mechanics..	4 6
D 5-6	Eng. Drawing.....	3 0	D 5-6	Eng. Drawing.....	3 0
ME 11	Production Processes	3 3	IN 2	Industrial Resources..	3 3
		22 27			22 27

*Third Year*

Ec 21-22	Economics.....	3 4	Ec 21-22	Economics.....	3 4
ME 21	Applied Mechanics..	4 6	ME 22	Strength of Materials	4 6
AC 21-22	Accounting.....	3 5	AC 21-22	Accounting.....	3 5
IN 3	Industrial Inspection	3 2	BU 4	Marketing Principles	3 5
FI 3-4	Business Finance....	3 5	FI 3-4	Business Finance....	3 5
ME 13	Production Eng. ....	3 3	CI 12	Hydraulics.....	3 6
CI 13	Materials.....	2 4			
		21 29			19 31

*Fourth Year*

S 1-2	Psychology.....	3 4	S 1-2	Psychology.....	3 4
U 5-6	Engineering Conf....	2 1	U 5-6	Engineering Conf....	2 1
ME 23	Strength of Materials	4 6	ME 70	Testing Mater. Lab..	2 2
ME 37	Heat Engineering...	3 6	ME 38	Heat Engineering...	3 6
AC 53	Indus. Accounting...	4 4	BU 20	Wage Systems.....	3 5
IN 5	Transportation.....	3 6	IN 6	Traffic Management..	3 6
			ME 68	Engineering Lab....	4 6
		19 27			20 30

*Fifth Year*

S 3-4	Sociology.....	3 4	S 3-4	Sociology.....	3 4
U 7-8	Engineering Conf....	2 1	U 7-8	Engineering Conf....	2 1
U 9	Contracts.....	3 5	U 10	Business Law.....	3 5
ME 15	Industrial Plants....	6 3	ME 16	Industrial Plants....	6 3
BU 5-6	Industrial Mgt.....	3 5	BU 5-6	Industrial Mgt.....	3 5
IN 7	Industrial Relations..	3 5	IN 8	Industrial Problems..	3 5
	Thesis.....	1 6		Thesis.....	1 6
		21 29			21 29

## *Department of Industrial Engineering*

PROFESSOR JAMES W. INGALLS, *Chairman*

The development of the present great Industrial Age has created the need for a new kind of specialist: One trained to employ the fundamental laws of applied science in meeting the problems of industrial production and management. He must be familiar with the basic principles of engineering, and at the same time he must have the ability to organize industrial processes, to deal with men, and in general to direct productive operations. A man having such ability and such training is an Industrial Engineer.

His field is different from that of the technical designer who plans the structures and lays out originally the industrial plant. It is after this preliminary work has been completed that the Industrial Engineer steps in to carry out the program which the designer has initiated. Already it is becoming apparent that the opportunities for the Industrial Engineer will be more numerous than those for the designing technician. For while the designer, in the course of a few years, will have done the preliminary work on a relatively large number of projects, each of those projects is likely to require the permanent services of an Industrial Engineer.

To fit men to take advantage of these opportunities, the Industrial Engineering curriculum at Northeastern University presents the fundamentals of engineering and then offers business subjects in place of the highly specialized technical courses of other engineering curriculums. This blending of basic engineering subjects with the underlying principles of business is increasingly demanded in modern industry. The young man who follows this course thus gains a broad background and establishes for himself a solid foundation on which to build. As he develops in industry he may stress either the engineering or the business side of his training or may use a balanced combination of both. Equipped with this type of education, a man of earnest purpose and sound character, who is willing to work hard and who has common sense and ingenuity, should be able to rise to an important position in industry.

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The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

## ADVANCED COURSES

## PRE-REQUISITE COURSES

M 5 Differential Calculus  
ME 20 Applied Mechanics

*Second Year*

M 1 Algebra, M 4 Analytic Geometry  
P 3 Physics II

*Third Year*

ME 22 Strength of Materials  
ME 13 Production Engineering

ME 20 Applied Mechanics  
ME 11 Production Processes

*Fourth Year*

ME 23 Strength of Materials  
ME 38 Heat Engineering  
AC 53 Industrial Accounting  
IN 5 Transportation

ME 22 Strength of Materials  
ME 37 Heat Engineering  
AC 21-22 Accounting  
Ec 21-22 Economics

*Fifth Year*

ME 15 Industrial Plants

{ ME 23 Strength of Materials  
{ ME 41 Power Plant Equipment

The outlines and synopses which follow include all years and all technical courses of this department.

*IN 2 Industrial Resources*

*Curriculum: V*

*Second year, second semester*

*Three hours per week*

A careful survey will be made of Industrial Resources of the United States, with a brief consideration of foreign resources where American industries are affected. Primary emphasis will be placed upon the influence of these resources upon the development and progress of industry in the United States. Certain representative industries will be particularly studied.

PROFESSOR INGALLS.

*IN 3 Industrial Inspection*

*Curriculum: V*

*Third year, first semester*

*Three hours per week*

The students taking this course make a series of inspection trips to a wide variety of industrial plants. Reports on these trips are written and are discussed in class. Motion pictures are used to illustrate details of various industrial plants and processes.

PROFESSOR INGALLS.

*IN 5 Transportation*

*Curriculum: V*

*Fourth year, first semester*

*Pre-requisite: Ec 21-22*

*Three hours per week*

The aim of this course is to give a knowledge of the common agencies of transportation and the inter-relation of these agencies. Much time is spent on the development of the railroad business.

The following topics are considered: the theory of rate making, rate classifications, and such problems as personal and local discrimination, financing and reorganization. The lessons from railroad experiences are applied to highway, water-way and air-way transportation.

PROFESSOR INGALLS.

### IN 6 *Traffic Management*

*Curriculum: V*  
*Fourth year, second semester*

*Preparation: IN-5*  
*Three hours per week*

This course deals with the management of transportation and traffic from the standpoint of the industrial traffic manager. It includes the discussion of the respective advantages of special types of transportation facility, such as highway, railway, water-way, and air-way; a study of the methods by which these resources may be used most effectively; and an analysis of the organization and administration of a modern traffic department.

PROFESSOR INGALLS.

### IN 7 *Industrial Relations*

*Curriculum: V*  
*Fifth year, first semester*

*Preparation: S 1-2*  
*Three hours per week*

This course will include a general discussion of the origin and development of personnel problems. Emphasis will be placed on such matters as morale and loyalty, placement and replacement, employee self-government, the use of tests for selection of employees, methods of testing, technique of testing, education of the worker, employee interests, and wholesome recreation.

MR. GABINE.

### IN 8 *Industrial Problems*

*Curriculum: V*  
*Fifth year, second semester*

*Preparation: \*BU 5-6*  
*Three hours per week*

This is a problem course which requires as a background a number of the courses studied in the earlier years of the Industrial Engineering curriculum. The method, in general, is similar to that of a laboratory course: that is, problems are solved on the basis of data taken from actual industrial situations.

The course is given in the last semester of the senior year so that the student may demonstrate his ability to handle practical cases before completing his college career.

PROFESSOR INGALLS.

The following courses offered by the School of Business Administration are available for Industrial Engineering students:



### *AC 21-22 Accounting*

*Curriculum: V*

*Third year, both semesters*

*Three hours per week*

The purpose of this course is to present the fundamental principles of business as evolved through accounts and books of accounts. The theory and practice of accounting is brought out through business problems and not merely through a "set of figures." The subject is approached from the financial and administrative aspect.

PROFESSOR BRUCE.

### *AC 53 Industrial Accounting*

*Curriculum: V*

*Pre-requisite: AC 21-22*

*Preparation: Ec 21-22*

*Fourth year, first semester*

*Four hours per week*

This is a course in cost finding. It is to familiarize the students with the method and technique of determining costs and to give them training in the analysis of various types of cost problems. The first part of the course is devoted to the study of three elements of costs; namely, material, labor, and overhead. Later particular attention is given to specific items of expense, and cost systems for representative industries are presented.

PROFESSOR BRUCE.

### *FI 3-4 Business Finance*

*Curriculum: V*

*Third year, both semesters*

*Three hours per week*

The two chief purposes of this course are first to cover the fundamental principles of finance and then to apply them to definite problems that confront the management of proprietorships, partnerships and small corporations. Such topics are described as capital structure, stocks, bonds, promotion of new companies, raising long and short term funds, and the treatment of surplus. Special types of organizations such as joint stock, trust, and holding companies are studied and the laws of partnership and corporations are reviewed. Special attention is paid to the raising and treatment of working capital.

PROFESSOR MONTGOMERY.

### *BU 4 Marketing Principles*

*Curriculum: V*

*Third year, second semester*

*Three hours per week*

This is an introductory course designed to acquaint the student with the principles underlying the distribution of merchandise. Textbook assignments introduce a knowledge of the basic

structure of markets, the main functions of marketing such as assembling, grading, transporting, storing, financing and selling of goods, and the general classification of goods into major types for sales purposes. Consideration is given also to the activities of the several types of middlemen, as channels of distribution, the work of the commodity exchanges and co-operative associations and the trend toward simplification and standardization. Supplementary lectures discuss in detail methods used in marketing several specific commodities.

PROFESSOR JACKSON.

### *BU 5-6 Industrial Management*

*Curriculum: V*

*Fifth year, both semesters*

*Three hours per week*

This is a basic course aimed to teach the fundamental principles underlying the production of manufactured goods. A textbook is used to present a complete industrial analysis, analyzing the product to be made, the plant requirements, including plant location, layout, types and construction of buildings, light, heat, ventilation and power, the equipment needed, and the labor, supervision, and management required.

Each department of a modern industrial concern is considered, emphasis being placed on the organization and management problems confronted and how they may be handled, with the intention that the student may become familiar with the activities and general working of each department and the relationship which the departments hold to one another and to the business as a whole.

PROFESSOR JACKSON.

### *BU 20 Wage Systems*

*Curriculum: V*

*Fourth year, second semester*

*Preparation: Ec 21-22*

*Three hours per week*

The purpose of this course is to give the student an understanding of the various methods of payment for labor that prevail in modern industry. The advantages and disadvantages of each method with its resulting effects on productive effort and welfare of the worker will be carefully examined. A study will be made of the incentive wage plans (such as) — the Halsey wage plan, The Rowan Premium Plan, the Taylor Differential Piece-Rate Plan, the Emerson Efficiency Wage Plan, the Gantt Task and Bonus Wage Plan, the Bedaux Point Premium Plan, etc. A comparison of these methods as to the value of their practical applications will be made.

MR. GABINE.

## *General Departments*

### *English*

DEAN HAROLD W. MELVIN, *Chairman*

#### *E 1-2 English I*

*Curriculums: All*

*First year, both semesters*

*Three hours per week*

The course consists of lectures, recitations, class discussions, weekly themes, tests, reports, and a limited amount of outside reading, particularly in modern business and scientific journals. The material for themes is largely drawn from, or related to, the student's life and study.

Professors HOLMES and HAVICE.

Messrs. MARSTON, MCCOY, BENJAMIN WHITE, and WILLIAM WHITE.

#### *E 3-4 English II*

*Curriculums: All*

*Second year, both semesters*

*Preparation: E 1-2*

*Three hours per week*

This course combines advanced work in composition with studies in literature. Novels and dramas are assigned for study and class discussion, with a view especially to developing in the student an independent ability to appreciate literary values. In the assignment and correction of weekly themes, which form the basis of the work in composition, emphasis is laid on effective theme organization and precision in the expression of ideas.

Dean MELVIN, Professor HOLMES, Mr. POTTER.

#### *E-100 Shakespeare*

*Curriculum: Full-time*

*Three hours per week*

In this course from fifteen to twenty of Shakespeare's outstanding plays will be read. The more important plays will be discussed carefully in class. Additional notes will be given in the lectures, concerning the Elizabethan Period, Shakespeare's stage, and the work of his contemporaries. The purpose of the course is to teach the students how to read, with pleasure to themselves, the plays of the greatest of all English writers. The course will

also give a student sufficient practice in careful reading, so that it will be valuable to him in any other type of reading that he may do in the future.

Dean MELVIN.

### *E-200 English Literature*

*Curriculum: Full-time*

*Three hours per week*

A survey of the principal periods in English Literature will be the purpose of this course. The more important authors will be studied carefully. The historical background of each period will be studied in order to throw light upon the literary achievements of each age. The course is designed to develop appreciation of the classics in English Literature.

Dean MELVIN.



# Mathematics

PROFESSOR JOSEPH SPEAR, *Chairman*

## M-1 College Algebra

*Curriculums: All*

*First year, first semester*

*Three hours per week*

The study of algebra is scheduled to begin with the solution of the quadratic equation. However, a rapid although thorough review of the simpler operations of algebra precedes this. This solution of the quadratic and simultaneous quadratics is followed by a study of the theory of exponents, logarithms, series, and the principles of the theory of equations. Considerable time is given to plotting and the use of graphs in the solution of equations. The elementary theory of complex numbers is also covered.

PROFESSORS ALCOTT, COOLIDGE, JOHNSON, and WHITTAKER.  
MR. CLEVELAND, MR. HASKINS and MR. HOLT.

## M-3 Trigonometry

*Curriculums: All*

*First year, first semester*

*Two hours per week*

This course consists of the study of trigonometric functions as ratios; inverse functions; goniometry; logarithms; circular measure; solution of right and oblique triangles; laws of sines, cosines, and tangents; areas; transformation and solution of trigonometric and logarithmic equations. Considerable practice in calculations of practical problems enables the student to apply his trigonometry to problems arising in engineering practice at an early stage. The theory and use of the slide rule as well as the explanation of the laws of spherical trigonometry are taken up at the end of the course.

PROFESSORS ALCOTT, COOLIDGE, and SPEAR.  
MR. BAIRD, MR. HASKINS, MR. HOLT and MR. MESERVE.

## M-4 Analytic Geometry

*Curriculums: All*

*First year, second semester*

*Preparation M-1, M-3*

*Five hours per week*

This is a basic course in analytic geometry and requires a thorough knowledge of the fundamentals of algebra. It leads

directly to the study of the courses in calculus. The course covers cartesian and polar co-ordinates; graphs; the equations of straight lines and simpler curves derived from the geometric properties of the curves; properties of curves derived from their equations; thorough study of straight lines, circle, and conic sections; intersection of curves; transformation of axes; plotting and solution of algebraic equations of higher degree and of exponential, trigonometric, and logarithmic equations; loci problems. The study of the complex number is carried somewhat further than in course M-1. Some time is spent on curve fitting particularly as related to problems arising in engineering work.

PROFESSORS ALCOTT and COOLIDGE; Mr. HOLT.

### M-5 *Differential Calculus*

*Curriculums: All*  
*Second year, first semester*

*Pre-requisite: M-1, M-4*  
*Four hours per week*

The theory of limits, the continuity of functions and rates of change are given special attention both from the algebraic and geometric points of view. This is followed by differentiation of algebraic, trigonometric, exponential, and logarithmic functions; differentials; slopes of curves; maxima and minima with applied problems; partial differentiation; derivatives of higher order; radius of curvature, etc.; expansion of functions; series. Some work is done on vector analysis. Although the subject matter deals with considerable theory, constant sight is kept of the practical application of all the theory. The geometric interpretation of every new subject is carefully defined and problems are continually solved dealing in practical applications of the theory.

PROFESSOR SPEAR; Mr. HOLT.

### M-6 *Integral Calculus*

*Curriculums: All*  
*Second year, second semester*

*Preparation: M-5*  
*Four hours per week*

This course is a continuation of Calculus M-5, and deals with integration as the inverse of differentiation; integration as a summation; definite integrals; use of tables; double and triple integrals; areas in rectangular and polar co-ordinates; center of gravity; moment of inertia; length of curves, volumes of solids and areas of surfaces of revolutions; volumes by triple integration; practical problems depending on the differential

and integral calculus for solution; solution of simpler differential equations.

Professors SPEAR and ALCOTT; Mr. HOLT.

### *M-7 Differential Equations*

*Curriculum: III*

*Third year, first semester*

*Pre-requisite: M-6*

*Four hours per week*

The elementary theory of differential equations and the solution of certain ordinary and partial differential equations is offered here as a general course in mathematics. Although principally a problem course in solving differential equations, properties of the equations and of their solutions are deduced, and applications to the various fields of engineering, particularly electrical engineering, are analyzed.

Professor MUCKENHOUT.

# Physics

PROFESSOR JOSEPH A. COOLIDGE, *Chairman*

## P-1 Physics I

*Curriculums: All*

*First year, first semester*

*Three hours per week*

A course in the study of wave motion, sound and light. Molecular mechanics and other fundamental principles of physics are stressed at the beginning.

All lectures in physics are accompanied by appropriate demonstrations.

Professors JOHNSON and WHITTAKER and Mr. NEWMAN.

## P-2 Physics I

*Curriculums: All*

*First year, second semester*

*Three hours per week*

This is a thorough course in magnetism and electricity covering all the details within the scope of standard college texts on these subjects. All lectures are illustrated by means of lantern slides, motion pictures, and special apparatus.

Professors JOHNSON and WHITTAKER and Mr. NEWMAN.

## P-3 Physics II

*Curriculums: All*

*Second year, first semester*

*Preparation: M-1, M-3*

*Three hours per week*

A course in the study of the fundamental principles of the Mechanics of Physics. Some of the topics covered are: simple harmonic motion, uniformly accelerated motion, friction, work, energy, power, fluid pressure, angular velocity, centripetal force, equilibrium under the action of a series of parallel forces and equilibrium under the action of concurrent forces.

Professors COOLIDGE and WHITTAKER.

## P-4 Physics II

*Curriculums: All*

*Second year, second semester*

*Preparation: M-1, M-3*

*Three hours per week*

The topics studied are: thermometry, expansion of solids, liquids and gases, calorimetry, change of state including latent

heat of fusion and vaporization (sublimation), triple point diagram, conduction and radiation, and the mechanical equivalent of heat.

Professors COOLIDGE and WHITTAKER.

### *P-5 Physics Laboratory*

*Curriculums: II, III, V*

*Second year, first semester*

*Curriculum: I*

*Third year, first semester*

*Preparation: P-1, P-2, P-3, M-3*

*Two hours per week*

This course consists of experiments on mechanics and light performed by each student supplementing the lecture and classroom work of Physics P-1, P-2, and P-3. The experiments on mechanics include the use of the vernier, micrometers, and spherometers, calculation of true weights, determination of the specific gravities of solids by various methods and areas by planimeter. The experiments on light include the determination of the index of refraction of a lens, the position of images in combination of lenses and the uses of the spectroscope.

Professors JOHNSON and WHITTAKER; Mr. McINTIRE and Mr. HASKINS.

### *P-6 Physics Laboratory*

*Curriculums: II, III, V*

*Second year, second semester*

*Curriculum: I*

*Third year, second semester*

*Preparation: \*P-4, P-5, M-3*

*Two hours per week*

This course is a series of experiments on mechanics and heat to supplement the work done in P-1, P-2, and P-4. Among the experiments of mechanics are: the modulus of elasticity, the determination of the value of "g," the Nicholson hydrometer, and the determination of the specific gravity of a liquid. The experiments on heat include the use of the air thermometer, the maximum and minimum thermometers and the high temperature calorimeter; and the determination of the temperature of a mixture, latent heat of vaporization and the mechanical equivalent of heat.

Professors JOHNSON and WHITTAKER; Mr. McINTIRE and Mr. HASKINS.

\* Preparation courses marked with asterisk and the advanced course may be carried simultaneously.



# Drawing

PROFESSOR ELIOT F. TOZER, *Chairman*

## D 1-2 Graphics

*Curriculums: All*

*First year, both semesters*

*Six hours per week*

Since the demarcation between the so-called courses of Mechanical Drawing and Descriptive Geometry is negligible it is deemed advisable, both from the teaching standpoint and good engineering practice, to treat the two as one. Thus the study of point, line and plane and their relation to the co-ordinate planes of projection as treated in Descriptive Geometry, is made the foundation for a complete study of the principles of projection as ordinarily taken up in Mechanical Drawing.

Consideration is given to the following divisions of study: care and use of instruments, lettering, common geometric constructions, orthographic projection, technical freehand sketching, tracing, auxiliary views, conic sections, intersections and development, shades and shadows; isometric, oblique and cabinet projection, perspective, warped surfaces, screw threads, bolts and nuts.

Professors TOZER, ASHLEY; Messrs. CLEVELAND, MESERVE, McINTIRE and McGIVERN.

## D 3-4 Machine Drawing

*Curriculum: II*

*Second year, both semesters*

*Preparation: D 1-2*

*Three hours per week*

The course consists of reading and translating drawings. Detailed and assembly drawings of machine parts and simple machines are made from freehand sketches and other data, but nothing in the nature of a copy is permitted. The course is designed to give a thorough foundation for the study of machine design.

Professor TOZER and Mr. McGIVERN.

## D 5-6 Engineering Drawing

*Curriculums: III, V*

*Second year, both semesters*

*Preparation: D 1-2*

*Three hours per week*

This course comprises problems in elementary machine drawing and freehand machine sketching.

Professor ASHLEY and Mr. MESERVE.

*D 7-8 Mechanism*

*Curriculum: II*  
*Third year, both semesters*

*Preparation: D 3-4*  
*Four hours per week*

This course deals mainly with a mathematical solution of problems involving angular and linear velocities and gear trains. It embraces a careful study of paths of mechanical movements and their application to velocity diagrams, quick-return mechanisms, and cams. The theory of gear tooth outlines is also investigated by graphical methods.

Professor ASHLEY and Mr. McGIVERN.

## *Sociology and Psychology*

PROFESSOR STANLEY G. ESTES, *Chairman*

### *S 1-2 Psychology*

*Curriculums: All*

*Fourth year, both semesters*

*Three hours per week*

This basal course is designed to acquaint the student with the problems and investigational techniques of psychology and to give a familiarity with more important results of experimental psychology. The structural basis of behavior, motivation, learning, individual differences, and personality are the main topics.

Professor ESTES.

### *S 3-4 Sociology*

*Curriculums: All*

*Fifth year, both semesters*

*Three hours per week*

An analysis of the phenomenon of societal evolution, the principles and forces determining it, and a survey of the contemporary problems of group adjustment and control. Problems centering about the institution of the family, and population shifts and growth will be emphasized.

Professor HAVICE.

### *S 100 The Technique of Thinking*

*Curriculum: Full time*

*Three hours per week*

To develop in the student the ability to apply orderly, logical, and accurate thought to the solution of a given problem is the essential purpose of this course. The subject matter will be offered in two general divisions. The first half of the course will deal with logic and methodology. Scientific processes of correct reasoning will be studied, and considerable attention will be given to the major fallacies in reflective thinking. The second half of the course will comprise a study of the several contemporary schools of thought and their exponents. Analyses of the writings of modern thinkers and series of practical problems will be assigned.

Professor HAVICE.

*S 200 Social Psychology**Curriculum: Full time**Three hours per week*

An introduction to the study of social behavior. Topics to be studied are: Social setting of human behavior, Psychology of individual behavior, Personality and group participation, Personality and subjective patterns — the crowd and the public.

Professor ESTES.

*S 300 Mental Tests**Curriculum: Full time**Three hours per week*

Studies in personnel procedure. An introductory survey to psychological and psychiatric principles and techniques now being applied in business and education. The aim is to develop in the student a critical appreciation of the value of these procedures.

Professor ESTES.

## *Unclassified Courses*

### *Ec 21-22 Economics*

*Curriculums: All*

*Third year, both semesters*

*Three hours per week*

The content of this course is threefold: A discussion of the main characteristics of modern economic society, a study of the fundamental economic laws governing the production, exchange, consumption, and distribution of wealth, and the application of these laws to some of the problems arising in business and engineering. An attempt is made to present both the "long run" aspect of economics representing the interests of society as a whole and the "short run" aspect which represents the immediate interests of business men. Case material will be used to illustrate both phases. Students will be required to furnish cases and problems illustrating principles from their co-operative work experience.

Professor LAKE.

### *U 1-2 Physical Training*

*Curriculums: All*

*First year, both semesters*

*Two hours per week*

All first year students are required to take Physical Training. Health, strength, and vitality do not come by chance, but by constant attention to those factors involved in their development. It is very essential for the student to acquire good habits of life.

The work in the course includes a formal calisthenic program, special exercise classes for the correction of postural defects, participation in the regular athletic program, including baseball, basketball, hockey, soccer, track, and many types of informal games. All members of the class are also required to learn to swim.

Students wishing to be excused from Physical Training because of physical defects are required to present a petition to the faculty supported by a physician's certificate.

Professor PARSONS; MESSRS. TATTON, MCCOY, LAVBAGA, PEEL, HULTGREN, and others.

### *U 3-4 Hygiene*

*Curriculums: All*

*First year, both semesters*

*One hour per week*

One class hour per week is devoted to the study of information closely related to the Physical Training work and to personal and



mental Hygiene. For this class lecture, each student is assigned at least one hour of outside study based on the required textbook. The course includes enough of the fundamentals of Physiology and Anatomy to enable the student to understand such parts of the course as require some knowledge of these subjects.

Professor PARSONS.

### *U 5-6 Engineering Conference*

*Curriculums: All*

*Fourth year, both semesters*

*Two hours per week*

This course is the connecting link between the industry and the class-room. The third- and fourth-year men of each curriculum meet together in small groups. It is conducted as an engineering society and is presided over by student officers under the direction of a member of the faculty. Each student in turn, delivers a twenty to thirty-minute talk on some topic of engineering experience or general interest. Other students are designated to supplement the information given by the principal speaker with short discussions and the meeting is then thrown open to a general discussion by the whole class as long as seems best to the instructor. Thus it is possible for all students in the class to become familiar also with the practical experience being acquired by their class-mates and so become acquainted with a larger number of practical problems and a broader field of experience.

Intermingled with these regular classes special programs are arranged to permit prominent engineers and business men to address the students on current engineering and industrial problems and projects.

Professors ALVORD, EVERETT, INGALLS, NIGHTINGALE, RICHARDS, SMITH, STRAHAN, TOWLE, and ZELLER; MESSRS. ALEXANDER, MORGAN, OBERG and NELSON.

### *U 7-8 Engineering Conference*

*Curriculums: All*

*Fifth year, both semesters*

*Two hours per week*

Same as U 5-6

### *U-9 Contracts*

*Curriculum: V*

*Fifth year, first semester*

*Three hours per week*

This course concerns itself with the fundamental elements of contracts — especially offer, acceptance, responsible party, and certain important pitfalls. The course material is tied up with the courses in administration, accounting, and finance.

Mr. W. PORTER.

### *U-10 Business Law*

*Curriculum: V*  
*Fifth year, second semester*

*Preparation: U-9*  
*Three hours per week*

Law in commercial enterprise is extremely important. Students should have at least a thorough knowledge of contracts, agency, negotiable instruments, partnership and corporations.

This course is a broad review in concentrated form of the law which the students have studied in various courses throughout their previous years in college.

Mr. W. PORTER.

### *Thesis*

*Curriculums: All*  
*Fifth year, both semesters*

*One hour per week*

Each student who is a candidate for graduation must, during his senior year, prepare and present a thesis, the satisfactory completion of which is a pre-requisite for receiving a degree. By "thesis" is meant an essay involving the statement, analysis, and solution of some problem in pure or applied science. Its purpose is to demonstrate a satisfactory degree of initiative and power of original thought and work on the part of each candidate for an engineering degree.

The subject of the thesis is to be decided in conference between the candidate and that faculty member of the professional department to whom he is assigned for supervision in thesis work; final approval, however, resting with the head of the department. The subject may be one of structural design, research, testing, study of a commercial process, etc., but in no case would a mere resume of prior knowledge and/or discussion of the present state of the matter be acceptable. This, it is true must normally be made, but in addition thereto there must be a certain amount of work planned and executed, aimed towards the extension of the present field of information regarding the subject chosen.

In many cases the student presents an individual thesis. However, in nearly equal number, acceptable subjects will be found necessitating the co-operation of at least two men, either of the same or sometimes of different professional departments. In such cases, each man is primarily responsible for a certain part of the work, while also making himself wholly familiar with the entire problem; and the completed thesis must show clear evidence of the evenly-balanced co-operation and labor of the men concerned.

The completed thesis will be examined for acceptance or rejection from the technical viewpoint by the professional departments interested, and then forwarded to the Secretary of the

Day Division; final approval of the thesis resting with the Dean.

Upon acceptance, the thesis becomes the property of the School, together with all apparatus and material used in connection therewith, except that hired or borrowed, or which was originally the personal property of the candidate. It is not to be printed, published, nor in any other way made public except in such manner as the professional department and the Dean shall jointly approve.

Frequently thesis subjects may be chosen on problems arising in the plant where the student is employed at co-operative work. Employers are always glad to consult with the student in the selection of the subject and the subsequent development of the thesis.

When theses are conducted in this manner, it is understood that the employer is not expected by the University to assume any expense of the thesis nor to furnish any supplies or equipment to be used in the development of the thesis other than those which he may consider it advisable and desirable to place at the disposal of the students. The regulations governing the use of laboratories and buildings of the co-operating firms will vary in practically all cases and each student must naturally be governed definitely by the regulations existing at the plant where the thesis is to be conducted.

It is understood that the thesis work must not in any way interfere with the regular required co-operative work and must be done during hours distinctly outside of regular co-operative work hours unless special request is made by the co-operating firm for some other arrangement.

Theses conducted in conjunction with co-operating firms must be submitted in duplicate, one copy to be presented by the Dean to the co-operating employer.

For all further information, the candidate for the degree is referred to the "Directions for Theses," which he must obtain from his professional department at the beginning of his senior year.

No definite time for thesis work is specified in the curriculums, but each student should plan upon a minimum of approximately 150 hours during his senior year.

*Courses of Instruction*

No.	SUBJECT	Curriculum	Year
<b>CIVIL ENGINEERING</b>			
CI 1	Surveying.....	All	1
CI 3	Higher Surveying.....	I	2
CI 4	Higher Surveying.....	I	2
CI 5	Higher Surveying, F. and P.....	I	2
CI 6	Higher Surveying, F. and P.....	I	2
CI 7	Curves and Earthwork.....	I	3
CI 8	Curves and Earthwork.....	I	3
CI 9	Curves and Earthwork, F. and P.....	I	3
CI 10	Curves and Earthwork, F and P.....	I	3
CI 12	Hydraulics.....	I, II, V	3
CI 13	Materials.....	I, II, V	3
CI 14	Geology.....	I	3
CI 15	Theory of Structures.....	I	4
CI 16	Theory of Structures.....	I	4
CI 17	Structural Drawing.....	I	4
CI 18	Structural Drawing.....	I	4
CI 19	Highway Engineering .....	I	4
CI 20	Highway Engineering.....	I	4
CI 21	Sanitary Engineering.....	I	4
CI 22	Advanced Surveying.....	I	4
CI 23	Engineering Structures.....	I	5
CI 24	Engineering Structures.....	I	5
CI 25-26	Concrete.....	I	5
CI 27-28	Concrete Design.....	I	5
CI 29	Structural Design.....	I	5
CI 30	Structural Design.....	I	5
CI 31	Foundations.....	I	5
<b>MECHANICAL ENGINEERING</b>			
ME 11	Production Processes.....	II, V	2
ME 13	Production Engineering.....	II, V	3
ME 14	Mechanism of Machines.....	II	3
ME 15	Industrial Plants.....	II, V	5
ME 16	Industrial Plants.....	II, V	5
ME 20	Applied Mechanics (Statics).....	All	2
ME 21	Applied Mechanics (Kinetics).....	All	3
ME 22	Strength of Materials.....	I, II, V	3
ME 23	Strength of Materials.....	I, II, V	4
ME 24	Strength of Materials.....	III, IV	3
ME 30	Thermodynamics.....	II, IV	3
ME 31	Heat Engineering.....	II	4
ME 32	Heat Engineering.....	II	4
ME 33	Refrigeration.....	II	5
ME 34	Steam Turbines.....	II	5
ME 35	Heat Engineering.....	I	3
ME 37	Heat Engineering.....	III, V	4
ME 38	Heat Engineering.....	III, V	4
ME 41	Power Plant Equipment.....	II	4

## *Courses of Instruction*

No.	SUBJECT	Curriculum	Year
<b>MECHANICAL ENGINEERING—(Con.)</b>			
ME 42	Heating and Ventilation.....	II	4
ME 44	Power Plant Engineering.....	II	5
ME 50	Machine Design.....	II	4
ME 51	Machine Design.....	II	5
ME 52	Machine Design.....	II	5
ME 61	Engineering Laboratory.....	II	4
ME 62	Engineering Laboratory.....	II	4
ME 63	Engineering Laboratory.....	II	5
ME 65	Mechanical Laboratory.....	III	5
ME 66	Mechanical Laboratory.....	III	5
ME 68	Engineering Laboratory.....	V	4
ME 70	Testing Materials Laboratory.....	I, V	4
<b>ELECTRICAL ENGINEERING</b>			
EL 1	Electrical Engineering I.....	III	2
EL 2	D. C. Machinery.....	III	2
EL 3	Applied Electricity.....	I, II, IV, V	2
EL 5	Electrical Machinery.....	II	3
EL 7	Electrical Machinery Laboratory....	II	3
EL 9-10	Electrical Engineering II.....	III	3
EL 11-12	Electrical Engineering Laboratory...	III	3
EL 13-14	Electrical Measurements.....	III	3
EL 16	Electrical Measurements Laboratory	III	3
EL 17-18	Electrical Engineering III.....	III	4
EL 19-20	Electrical Testing Laboratory.....	III	4
EL 21-22	Electrophysics.....	III	4
EL 23	Standardizing Laboratory.....	III	4
EL 25-26	Electrical Engineering IV.....	III	5
EL 27-28	A. C. Machinery Laboratory.....	III	5
EL 29	Electrical Engineering V. A.....	III	5
EL 30	Electrical Engineering V. B.....	III	5
<b>CHEMICAL ENGINEERING</b>			
CH 2	Chemistry.....	All	1
CH 3	Inorganic Chemistry.....	IV	2
CH 5	Inorganic Chemistry Laboratory....	IV	2
CH 10	Qualitative analysis.....	IV	2
CH 12	Qualitative Analysis Laboratory....	IV	2
CH 13	Qualitative Analysis Laboratory.....	IV	3
CH 15-16	Quantitative Analysis.....	IV	3
CH 17-18	Quantitative Analysis Laboratory...	IV	3
CH 21	Chemical Engineering I.....	IV	3
CH 22	Chemical Engineering II.....	IV	3
CH 23-24	Chemical Engineering III.....	IV	4
CH 25-26	Industrial Chemistry.....	IV	4
CH 27-28	Industrial Chemistry Problems.....	IV	5
CH 31-32	Organic Chemistry.....	IV	4
CH 33-34	Organic Chemistry Laboratory.....	IV	4
CH 35-36	Organic Chemistry.....	IV	5



*Courses of Instruction*

No.	SUBJECT	Curriculum	Year
<b>CHEMICAL ENGINEERING—(Con.)</b>			
CH 37-38	Organic Chemistry Laboratory.....	IV	5
CH 41	Chemical Engineering Literature.....	IV	4
CH 42	Physical Chemistry I.....	IV	4
CH 43-44	Physical Chemistry II.....	IV	5
<b>INDUSTRIAL ENGINEERING</b>			
IN 2	Industrial Resources.....	V	2
IN 3	Industrial Inspection.....	V	3
IN 5	Transportation.....	V	4
IN 6	Traffic Management.....	V	4
IN 7	Industrial Relations.....	V	5
IN 8	Industrial Problems.....	V	5
<b>BUSINESS ADMINISTRATION</b>			
AC 21-22	Accounting.....	V	3
AC 53	Industrial Accounting.....	V	4
BU 4	Marketing Principles.....	V	3
BU 5-6	Industrial Management.....	V	5
BU 20	Wage Systems.....	V	4
FI 3-4	Business Finance.....	V	3
<b>ENGLISH</b>			
E 1-2	English I.....	All	1
E 3-4	English II.....	All	2
E 100	Shakespeare.....	Full-time	2, 3, 4
E 200	English Literature.....	Full-time	2, 3, 4
<b>MATHEMATICS</b>			
M 1	Algebra.....	All	1
M 3	Trigonometry.....	All	1
M 4	Analytic Geometry.....	All	1
M 5	Differential Calculus.....	All	2
M 6	Integral Calculus.....	All	2
M 7	Differential Equations.....	III	3
<b>PHYSICS</b>			
P 1	Physics I.....	All	1
P 2	Physics I.....	All	1
P 3	Physics II.....	All	2
P 4	Physics II.....	All	2
P 5	Physics Laboratory.....	I	3
P 6	Physics Laboratory.....	I	3
P 5	Physics Laboratory.....	II, III, V	2
P 6	Physics Laboratory.....	II, III, V	2
<b>DRAWING</b>			
D 1-2	Graphics.....	All	1
D 3-4	Machine Drawing.....	II	2
D 5-6	Engineering Drawing.....	III, V	2
D 7-8	Mechanism.....	II	3

*Courses of Instruction*

No.	SUBJECT	Curriculum	Year
<b>SOCIOLOGY AND PSYCHOLOGY</b>			
S 1-2	Psychology.....	All	4
S 3-4	Sociology.....	All	5
S 100	Technique of Thinking.....	Full-time	2, 3, 4
S 200	Social Psychology.....	Full-time	2, 3, 4
S 300	Mental Tests.....	Full-time	2, 3, 4
<b>UNCLASSIFIED COURSES</b>			
Ec 21-22	Economics.....	All	3
U 1-2	Physical Training.....	All	1
U 3-4	Hygiene.....	All	1
U 5-6	Engineering Conference.....	All	4
U 7-8	Engineering Conference.....	All	5
U 9	Contracts.....	V	5
U 10	Business Law.....	V	5
	Thesis.....	All	5

# *Roster of Students*

## *For the School Year 1930-1931*

### DIVISION A FRESHMEN

NAME	DEPT.	HOME ADDRESS
Acheson, James L.	E.E.	Somerville
Allen, Philip	M.E.	South Hadley Falls
Amirian, Ashod Kirkor	E.E.	Haverhill
Anderson, William R.	E.E.	Washington, D. C.
Annis, Thomas Everett	Ch.E.	Bridgewater
Atwood, Robert Elliott, Jr.	M.E.	Brockton
Augustine, Albert James	Ch.E.	Bridgewater
Bakanauskas, Joseph	C.E.	Haverhill
Baker, F. Adelbert, Jr.	E.E.	Brockton
Balmer, Robert R., Jr.	C.E.	Salem
Barnard, Edward Fuller	E.E.	Rockland, Me.
Baroni, Quento Louis	C.E.	Higganum, Conn.
Barron, Reginald Arnold	C.E.	Bransford, Conn.
Beal, Howard Earl	M.E.	Newton
Bean, Donald Ashton	E.E.	Newburyport
Bede, Joseph Wilfred	C.E.	Hampton, N. H.
Belcher, Frank Joy	Ch.E.	Wintthrop
Bennett, Morris Copeland	E.E.	Mystic, Conn.
Benotti, Alfred	M.E.	Weston
Benson, Clarence	C.E.	Roslindale
Benson, Nils Paul Adolf	M.E.	Milford
Berberian, Nishan	M.E.	Lynnfield Center
Berly, Irwin Charles	E.E.	Roxbury
Bernhard, Paul Charles	I.E.	Queens Village, N. Y.
Bessey, George Sanford	E.E.	Danvers
Bliss, Hayward E.	I.E.	Wakefield
Bocon, Stanley	Ch.E.	Ludlow
Bonaccorsi, Thomas Emmanuel	E.E.	Laurence
Bosshart, John Henry, Jr.	Ch.E.	Maplewood, N. J.
Botti, Dino	M.E.	Norwood
Bristol, Albert Underhill	E.E.	New Haven, Conn.
Brockington, Joseph Walter	C.E.	Brattleboro, Vt.
Brown, Charles Russell	Ch.E.	Taunton
Brown, Edmund Harrison	E.E.	Natick
Brundage, Alan Dane	M.E.	Stoneham
Buckley, Frank G.	C.E.	Allston
Bumpus, Craig Loren	M.E.	Brockton
Burke, Dimitre John	E.E.	West Springfield
Buswick, Edward Walter	Ch.E.	Athol
Buzzee, Milo Harrison, Jr.	E.E.	Easthampton
Caracasis, Stephen	M.E.	Boston
Carey, Philip Carr	Ch.E.	Wellesley Farms
Carlson, Harry Albin	C.E.	Lynn
Carroll, James Lawrence	E.E.	Bridgewater
Carroll, Robert Bickford	M.E.	Randolph
Cattley, Henry Robert	M.E.	Melrose
Chase, Malcolm Haskins	E.E.	Taunton

NAME	DEPT.	HOME ADDRESS
Child, Kilburn Lang	E.E.	Franklin, N. H.
Christlieb, Albert Rudolph	E.E.	Swampscott
Claffee, Robert Arthur	M.E.	Newton Center
Clark, Raymond Wallace	E.E.	Gloucester
Clark, Wallace C.	C.E.	Middlebury, Conn.
Clifton, Herbert Hill	E.E.	Northford, Conn.
Codish, Abraham	Ch.E.	Roxbury
Cohen, Julius	I.E.	Monticello, N. Y.
Colby, Edward Bruce	E.E.	Saugus
Collins, John Hurley	E.E.	Dorchester
Condon, Thomas Joseph	C.E.	Hingham
Conner, Wendell Brown	E.E.	Boston
Constas, Dennis C.	E.E.	Roxbury
Cook, Richard H.	E.E.	Norwood
Corcoran, Frederick Lawrence, Jr.	E.E.	Arlington
Craig, Roy Hamilton	Ch.E.	Lynn
Crocker, Winslow Hallett	E.E.	Centerville
Cudihy, Edward Joseph, Jr.	M.E.	Marblehead
Dacy, Earl Bachman	E.E.	Danvers
Daly, John Anthony	Ch.E.	Everett
Davidson, John E.	Ch.E.	Salem
Davidson, Ralph R., Jr.	M.E.	Dorchester
Davis, Albert Plummer	I.E.	Needham
Davis, Gerald Mangan	Ch.E.	Cambridge
Davis, Samuel	E.E.	Dorchester
Day, Edward James	Ch.E.	Westerly, R. I.
Dearborn, Joseph	C.E.	Biddeford, Me.
de Grummond, Lyle Marquis	M.E.	Balboa Heights, Canal Zone
Delforge, Florimond Alden	Ch.E.	Haverhill
Delp, Samuel Deone	Ch.E.	Coxsackie, N.Y.
Denbroeder, Russell A.	C.E.	South Weymouth
Denton, James Flate	C.E.	West Concord
Denzler, Walter, Jr.	M.E.	Jamaica Plain
De Serio, James Nicholas	C.E.	Baldwinsville, N. Y.
DiPietro, Frank John	C.E.	Cambridge
Donovan, Alfred Joseph	Ch.E.	Salem
Doyle, Francis Timothy	C.E.	Lawrence
Drinkwater, Harry	M.E.	Revere
Dudley, Alden Woodbury	M.E.	Swampscott
Dunning, Richard Lewis	C.E.	Greenwich, N. Y.
Dutra, Francis Howard	Ch.E.	Middletown, R. I.
Dzingelevich, Victor Stanley	Ch.E.	Haverhill
Eckhoff, Theodore	C.E.	Saugerties, N. Y.
Edwards, Edwin Augustus, Jr.	C.E.	Beverly
Edwards, Russell Gordon	Ch.E.	West Somerville
Elkerton, Alan Charles	E.E.	West Roxbury
Ericsson, Eric Oscar, Jr.	C.E.	Dedham
Everett, Donald Stanwood	C.E.	Everett
Fahy, Gilbert Garlington	E.E.	Newport, R. I.
Faunce, Neil Bancroft	E.E.	North Abington
Ferry, Donald Gager	E.E.	West Hartford, Conn.
Fisher, Lester Warren	C.E.	Brockton
Fite, Richard L., Jr.	I.E.	Nahant
Fledel-Beck, Jacob Hirsch	E.E.	Rozwadow, Poland
Frost, Lewis Elliot	E.E.	Gloucester
Gannam, John	M.E.	Watertown
Geyer, Bradford Pearson	E.E.	Roslindale

NAME	DEPT.	HOME ADDRESS
Gifford, Alliston Miller	M.E.	<i>East Saugus</i>
Gniewosh, Sylvester Michael	M.E.	<i>Springfield</i>
Goodchild, Harry Moses, Jr.	M.E.	<i>Haverhill</i>
Griffin, Francis Johnson	E.E.	<i>Cambridge</i>
Gronlund, Oscar Emanuel	M.E.	<i>Putnam, Conn.</i>
Guarnera, Guy L.	E.E.	<i>East Boston</i>
Gurske, Harry Gustav	C.E.	<i>Bristol, Conn.</i>
Habib, George Francis	E.E.	<i>Lawrence</i>
Hager, Sterling Blanchard	M.E.	<i>West Acton</i>
Hall, Robert Alexander	C.E.	<i>Lisbon, N. Y.</i>
Hall, William Francis	E.E.	<i>Natick</i>
Harrington, Ernest Vencel	E.E.	<i>Boston</i>
Haskell, Nelson Jewett	M.E.	<i>South Paris, Me.</i>
Hatch, Robert Leslie	C.E.	<i>Ayer</i>
Heitlin, Benjamin	I.E.	<i>Milford</i>
Heney, Deeb G.	E.E.	<i>Boston</i>
Henry, Allan Russell	M.E.	<i>West Warwick, R. I.</i>
Herder, Frederick Charles, Jr.	E.E.	<i>Holyoke</i>
Hermans, Carl Edwin	E.E.	<i>Worcester</i>
Hills, Eugene Kenrick	E.E.	<i>Hollis, N. H.</i>
Hills, Howard Gleason	I.E.	<i>Hollis, N. H.</i>
Hipple, Richard William	E.E.	<i>York, Pa.</i>
Holmes, Arthur Nelson	E.E.	<i>Norton</i>
Howe, Hartwell Goddard	E.E.	<i>Worcester</i>
Huse, Lester C.	I.E.	<i>Randolph, Vt.</i>
Hutchins, Ellery H.	E.E.	<i>Danvers</i>
Irving, Ralph Francis, Jr.	E.E.	<i>Medford</i>
Jacobs, Elmer Wallace	C.E.	<i>Needham</i>
Jacobsen, Norman Ralph	E.E.	<i>Arlington</i>
Johnson, Carl Harold Mossberg	C.E.	<i>Lynn</i>
Johnson, Roscoe W.	Ch.E.	<i>Leominster</i>
Johnson, William E., Jr.	E.E.	<i>Newport, R. I.</i>
Jozwicki, Alfons B.	E.E.	<i>Cambridge</i>
Jushkewitz, John	E.E.	<i>Roslindale</i>
Kelly, William H., Jr.	C.E.	<i>Dorchester</i>
Kendall, Irving W.	C.E.	<i>Stoughton</i>
Kendrick, Z. Clinton	C.E.	<i>Charham</i>
Kirkland, Alexander B.	C.E.	<i>Roslindale</i>
Knowlton, Kenneth Franklin	C.E.	<i>Natick</i>
Kyrios, James E.	M.E.	<i>Lynn</i>
LaCasse, Philias Francis	Ch.E.	<i>Orange</i>
Lans, Ahti William	E.E.	<i>Walpole</i>
Less, Harry	E.E.	<i>Boston</i>
Lewis, William Remsen, Jr.	C.E.	<i>Foxboro</i>
Limbacher, Edward John	M.E.	<i>New Haven, Conn.</i>
Lind, John Munroe	C.E.	<i>Norwell</i>
Lingley, Kenneth Ruggles	M.E.	<i>Brockton</i>
Locke, Richard MacKay	Ch.E.	<i>Somerville</i>
Lord, William Edwin	C.E.	<i>Pittsburg, N. H.</i>
Lund, Harold	E.E.	<i>Watertown, Conn.</i>
Lyons, Thomas Desmond	E.E.	<i>Wayland</i>
MacCuish, Francis	E.E.	<i>Gloucester</i>
Mackintosh, Robert Bryson	M.E.	<i>Palmer</i>
MacLeod, Hector Ross	E.E.	<i>Amherst</i>
Macomber, Kenneth Norman	M.E.	<i>Hudson</i>
Macuga, Michael Andrew	Ch.E.	<i>East Douglas</i>
Magnant, Maxwell Guy	M.E.	<i>Franklin, Vt.</i>



NAME	DEPT.	HOME ADDRESS
Maguire, Virgil Daniel	C.E.	New Britain, Conn.
Mansfield, Richard Dexter	C.E.	Lynnfield
March, Walter Carlton	C.E.	Somerville
Marchese, Joe	E.E.	Middletown, Conn.
Martin, John Patrick	C.E.	Chelsea
Matter, Roger Edward	E.E.	Balboa, Canal Zone
Matthews, Robert Woodrow	E.E.	Groveton, N. H.
Matthews, Ruel Barton	C.E.	West Somerville
Matyszczyk, Leopold	E.E.	Worcester
Melzard, Douglas Ernest	M.E.	Swampscott
Merrill, Ronald	E.E.	Woodford, Me.
Meszaros, Leslie Joseph Michael	M.E.	New Haven, Conn.
Meyer, Floyd Philip	C.E.	Dorchester
Meyers, Ralph A.	I.E.	Boston
Michelson, Bernard Herbert	E.E.	Lynn
Milbrandt, Gerhardt Walter	M.E.	Bristol, Conn.
Mildram, John	C.E.	Newtonville
Mish, Walter	C.E.	Lisbon, Conn.
Mitchell, Robert Gwyer, Jr.	C.E.	South Norwalk, Conn.
Morris, Paul Evan	C.E.	Richfield Springs, N. Y.
Mostow, John H.	Ch.E.	Riverhead, L. I., N. Y.
Mullen, Henry Arthur	Ch.E.	Lawrence
Munroe, Laurence Mason	E.E.	Campello
Murray, Vincent A.	Ch.E.	Dorchester
Murtha, Matthew Joseph	C.E.	Winthrop
Muzzy, Bertrand Harry	C.E.	Pittsford, Vt.
Myers, William J.	E.E.	Bemis, Me.
McCarthy, John Richard	M.E.	Sedgwick, Me.
McKinnon, Paul Schurman	C.E.	Boston
Napolitano, Albert	E.E.	White River Junction, Vt.
Nelson, Henning Eugene	M.E.	Medford Hillside
Newcomb, George William	M.E.	Dover
Newton, Harvey C.	E.E.	Cochituate
Norton, Clare William, Jr.	E.E.	Andover
Parsons, Arthur Lovel	E.E.	Gloucester
Parsons, Frederick Lucius	M.E.	Reading
Parsons, Howard Albert	E.E.	North Amherst
Patch, Chester Joseph, Jr.	M.E.	Ipswich
Patrick, William	Ch.E.	Lexington
Paulson, Howard Ellis	M.E.	North Andover
Paxhia, Alphonse Albert	M.E.	Rochester, N. Y.
Peoples, Charles Frederick	C.E.	Medford
Paterson, Robert Edward	E.E.	Danvers
Petrosky, George	Ch.E.	Athol
Phillipps, Ralph Franklin	M.E.	Everett
Phillips, Edward Frank	Ch.E.	East Walpole
Pietras, Edward	M.E.	Taunton
Pinanski, Melvin	E.E.	Roxbury
Pinard, Roger A.	Ch.E.	Roslindale
Pollay, Harold Alders	Ch.E.	Swampscott
Pope, William Cornelius	E.E.	Montello
Porotti, Rudolph W.	C.E.	Milford
Porter, Frederick Richard	Ch.E.	Milford
Powers, Donald Wesley	E.E.	Framingham
Projansky, Henry	M.E.	Revere
Quarrell, George, Jr.	M.E.	Leominster
Rackley, Carle E.	E.E.	Sebago, Me.

NAME	DEPT.	HOME ADDRESS
Ramey, Edgar M.	Ch.E.	Roslindale
Ranalli, William	M.E.	Quincy
Rand, Harold Kenneth	C.E.	Melrose
Rebert, Clair E.	E.E.	Hanover, Pa.
Reid, Robert	E.E.	West Somerville
Rennie, Elwood James	M.E.	East Blackstone
Resnick, Sidney Jordan	I.E.	Quincy
Rice, Charles Edward	E.E.	Greenfield
Rice, Richard Edmund	Ch.E.	Wollaston
Richardi, Abie	C.E.	Walpole
Richardson, Francis Herbert	E.E.	West Deerfield
Rideout, Granville Nutting	I.E.	Ashburnham
Rimmer, Stanley M.	C.E.	Bristol, Conn.
Rock, James B.	E.E.	Nashua, N. H.
Roganson, Fred Ephriam	Ch.E.	Short Beach, Conn.
Rogers, Herbert Edwin	I.E.	West Somerville
Rogers, Rene Reginald	M.E.	Wells River, Vt.
Rogers, Robert N., Jr.	Ch.E.	Oxford, N. Y.
Rowland, Francis Gannon	M.E.	Mattapoisett
Russell, Louis Reid	C.E.	Fort Fairfield, Me.
Russo, Theodore Ferdinand	C.E.	Fitchburg
Saffod, Donald Peabody	M.E.	Newburyport
Salvo, Charles J.	I.E.	Lawrence
Sanborn, Harold Everett	E.E.	Hopedale
Saroka, Joseph Charles	M.E.	Ipswich
Sauve, George Rene	C.E.	Manchester, N. H.
Schutte, Herbert	C.E.	New Canaan, Conn.
Seaman, Merrill Caldwell	M.E.	Norwood
Seppala, Albert M.	C.E.	Gloucester
Shatz, Joseph	E.E.	Portland, Me.
Shelansky, Peter	Ch.E.	Haverhill
Shewbrooks, John Hyatt	E.E.	Peabody
Shmaruk, Alec	M.E.	Lynn
Shuman, Davis	C.E.	Lawrence
Sjostrom, Loren Birger	Ch.E.	Metbuen
Skendall, John William	I.E.	West Lynn
Smith, Frank T.	E.E.	Ipswich
Smith, Leroy Frank	C.E.	Dover, N. H.
Smith, Russell Holmes	C.E.	Attleboro
Soldanik, Albert A.	I.E.	Southbridge
Spaulding, Charles Royal	M.E.	Hudson
Stacy, Wendell E.	E.E.	North Wilbraham
Stanionas, Anthony J.	E.E.	Hudson
Stanley, Louis Parker, Jr.	E.E.	Beverly
Sterling, Robert W.	Ch.E.	New Canaan, Conn.
Steward, James Robert	Ch.E.	Hackensack, N. J.
Stone, Robert Leland	E.E.	Andover
Sturtevant, Kenneth Webster	E.E.	Whitman
Swan, Frederick John, Jr.	Ch.E.	Chartley
Swanson, Carl Roland	M.E.	Dorchester
Sztucinski, Walter J.	M.E.	Haverhill
Tanzella, Philip	C.E.	Beverly
Taracouzio, Michel A. Taracous	E.E.	Montevideo, Uruguay
Taylor, Clyde Churchill	Ch.E.	Farmington, Me.
Taylor, Francis Charles	E.E.	Fall River
Tedford, Ralph Wilbur	C.E.	Salem
Temple, John Philip	M.E.	Woburn

NAME	DEPT.	HOME ADDRESS
Thompson, Robert Andrew	Ch.E.	West Enfield, Me.
Thorndike, Otis Robert	E.E.	Marblehead
Tippo, Edward	Ch.E.	Jamaica Plain
Townes, Winfred Aubrey	E.E.	Roxbury
Tracy, Arthur Vincent	C.E.	East Boston
Treadwell, Kilburn B.	M.E.	Dover
Trought, William, Jr.	Ch.E.	New Bedford
Tucker, Robert Crandon	Ch.E.	Dedham
Tuller, William J., 3rd	M.E.	West Hartford, Conn.
Upley, Arnold Simeon	E.E.	Billerica
Ursillo, Carmine	I.E.	Lawrence
Valentine, James Jackson	I.E.	Framingham Center
Varrell, Leonard William	Ch.E.	Marblehead
Vollmar, Paul F.	E.E.	Roxbury
Wakenigg, John Hubert	C.E.	Shelton, Conn.
Walker, George Theodore	M.E.	West Concord
Webger, Leland Bates	C.E.	Gloucester
West, Paul Bemis	C.E.	Haverhill
Whelpley, Bernard Scott	C.E.	Worcester
Whitten, William Melville	E.E.	Wollaston
Wilder, Richard Leroy	C.E.	Brattleboro, Vt.
Willard, Alan K.	C.E.	Nashua, N. H.
Wilson, George Adam	E.E.	Houlton, Me.
Wintle, J. Donald	Ch.E.	West Pittston, Pa.
Wood, Edward Lemuel	M.E.	Stoneham
Woodward, Carlton Augustus, Jr.	E.E.	Norton
Yeranian, Samuel A.		Salonica, Greece
Young, Vernon Whiting	E.E.	Plainville
Zimmerman, Joseph	E.E.	Malden
Zuffante, Fortunato	Ch.E.	Somerville
Zukowski, Joseph P.	C.E.	Lowell

## DIVISION B FRESHMEN

NAME	DEPT.	HOME ADDRESS
Abernethy, David F.	E.E.	New Rochelle, N. Y.
Aborjally, Frederick C. J.	M.E.	Boston
Adamowicz, Charles	C.E.	Cambridge
Allen, J. Henry	Ch.E.	Portland, Me.
Allen, Ralph	M.E.	Newtonville
Amer, Maurice B.	Ch.E.	Roxbury
Anderson, George Washington	M.E.	Ludlow, Pa.
Andrews, John W.	I.E.	Rocky Hill, Conn.
Andriopoulos, Charles C.	E.E.	Lowell
Arnone, Francis Edmond	C.E.	Bradford, R. I.
Aronovitz, Herbert I.	Ch.E.	Chelsea
Aronson, Melvin Oliver	E.E.	Roxbury
Arsenault, Edward Leonard	E.E.	Medford
Astle, Ralph Woodbury	C.E.	Littleton, N. H.
Avrutzky, Israel	E.E.	Revere
Baglione, Antonino	C.E.	Boston
Ballard, Stanley Conant	M.E.	Lexington
Bavley, Harold	Ch.E.	Mattapan
Benner, Mathias Whitney	Ch.E.	Rockland
Benson, Thurston Ivar	E.E.	Mattapan

NAME	DEPT.	HOME ADDRESS
Betts, Alfred Radley	M.E.	<i>Gloucester</i>
Bishop, Lawrence David	E.E.	<i>Saratoga Springs, N. Y.</i>
Biswas, Charu Chandra	M.E.	<i>Rangpur, Bengal</i>
Blais, John Francis	Ch.E.	<i>Marlboro</i>
Blassberg, Jacob	M.E.	<i>Greenfield</i>
Blomerth, Kenneth	Ch.E.	<i>Lynn</i>
Bloom, Alan Maxwell	M.E.	<i>Roslindale</i>
Blumenthal, Irving Richard	E.E.	<i>Dedham</i>
Bode, William F.	E.E.	<i>Lawrence</i>
Bonanno, Dominic G.	E.E.	<i>Lawrence</i>
Booton, Simmie	M.E.	<i>Wayne, W. Va.</i>
Borhek, John Edward	Ch.E.	<i>Dorchester</i>
Brooks, Philip A.	M.E.	<i>Needham Heights</i>
Brooks, Walter George	E.E.	<i>Cambridge</i>
Brown, Joseph Harris	E.E.	<i>Roxbury</i>
Brudzynski, Edwin T.	C.E.	<i>Salem</i>
Burch, George Edward	M.E.	<i>Granville, N.Y.</i>
Burger, Philetus George	E.E.	<i>Clinton, N. Y.</i>
Burnham, Edward T.	C.E.	<i>Littleton, N. H.</i>
Burr, Orville Leonard	C.E.	<i>Chester, Conn.</i>
Cahalan, Edward T.	E.E.	<i>Lee</i>
Camerlengo, John Michael	E.E.	<i>Cambridge</i>
Canaris, Demetre	C.E.	<i>Boston</i>
Capone, Louis Lawrence	C.E.	<i>Winchester</i>
Carakatsanos, John M.	E.E.	<i>Melrose</i>
Carrara, John Edward	Ch.E.	<i>Stoughton</i>
Caruso, Luigi	Ch.E.	<i>Newton Center</i>
Chamberlin, Robert Joseph	E.E.	<i>Springfield</i>
Chernack, Isidor	M.E.	<i>Roxbury</i>
Childs, Lewis John	M.E.	<i>Perkinsville, Vt.</i>
Clark, Frank Henry	E.E.	<i>Brighton</i>
Cohen, Philip	Ch.E.	<i>Dorchester</i>
Cohen, Philip Paul	E.E.	<i>Revere</i>
Collins, Harold Frederick	I.E.	<i>Lynn</i>
Conway, Thomas Joseph	M.E.	<i>Hartford, Conn.</i>
Cookingham, Sterling H.	M.E.	<i>Staatsburg, N. Y.</i>
Cooley, James, Jr.	E.E.	<i>Ludlow</i>
Cossaboom, Arthur W.	E.E.	<i>Quincy</i>
Costello, Christopher	C.E.	<i>Malden</i>
Coulton, Gordon Sawyer	Ch.E.	<i>Boston</i>
Covey, Harlan Albert	Ch.E.	<i>Hingham</i>
Crabb, George W.	Ch.E.	<i>Dorchester</i>
Creamer, Vincent Ambrose	Ch.E.	<i>Watertown</i>
Currier, Everett Worthen	I.E.	<i>Newburyport</i>
Dalton, James A.	Ch.E.	<i>Brighton</i>
Davila, Henry	C.E.	<i>Colombia, S. A.</i>
Davis, George Albert	Ch.E.	<i>Gloucester</i>
Davis, Howard William	C.E.	<i>Lynn</i>
Davis, Robert George	M.E.	<i>Waban</i>
Davis, Walter R.	Ch.E.	<i>Lynn</i>
Day, Alfred Vincent	Ch.E.	<i>Dorchester</i>
Day, Russell Bradstreet	E.E.	<i>Springfield</i>
Deshaies, Julian Wilfred	I.E.	<i>Lewiston, Me.</i>
Dhimitri, James	E.E.	<i>Boston</i>
Dickens, Russell Charles	C.E.	<i>Ashland</i>
DiGrigoli, Carmelo	M.E.	<i>Lee</i>
Doherty, Francis Daniel	E.E.	<i>Groton, Conn.</i>

NAME	DEPT.	HOME ADDRESS
Dondero, Mark John, Jr.	M.E.	West Medford
Donnelly, Charles J.	M.E.	New Bedford
Drake, Edward P.	E.E.	West Lebanon, N. H.
Draper, Harold E.	C.E.	Wayland
Ducker, William Herman E.	Ch.E.	Medford
Dunston, Hubert Willard	M.E.	Watertown
Dyer, William Dexter	E.E.	Boston
Dzuris, Michael	E.E.	Westfield
Eastmond, Caswald J.	M.E.	Boston
Eddy, Elmer Hermon	C.E.	West Wardsboro, Vt.
Evans, Donald Betterton	C.E.	Everett
Fardy, Andrew J.	E.E.	Maynard
Fekete, Rudolph	E.E.	Fairfield, Conn.
Finlayson, Raymond A.	C.E.	West Roxbury
Finocchio, Anthony A.	M.E.	Danvers
Fisher, Saul	C.E.	Malden
Flynn, Paul D.	E.E.	Jamaica Plain
Foote, Merrill Holmes	C.E.	Mystic, Conn.
Foss, Frank Elder	M.E.	Carlisle
Frenning, Carl Joseph	Ch.E.	Boston
Gaffney, Francis Joseph	E.E.	Winchester
Galassi, Francis John	E.E.	Roslindale
Galper, Isadore	I.E.	Salem
Gates, Charles William	C.E.	Medford
Gianovkos, Charles Peter	C.E.	Haverhill
Gibbs, Arthur Freeman, Jr.		Brockton
Giglio, Victor	M.E.	Lawrence
Gilkeson, Harlon H.	C.E.	Millport, N. Y.
Goffin, Robert Thomas	E.E.	Woods Hole
Goldman, David	Ch.E.	Chelsea
Goldstein, Samuel	Ch.E.	Dorchester
Goodman, Abraham	M.E.	Lawrence
Goodridge, Daniel Mussey	E.E.	Newton
Gounaris, Basil V.	M.E.	Watertown
Grace, Robert L.	Ch.E.	Boston
Grande, G. Gus Gian	E.E.	Providence, R. I.
Grenda, John B.	E.E.	Wareham
Haartz, Louis Otto	M.E.	North Scituate
Haendler, Helmut Max	Ch.E.	West Roxbury
Haas, Henry Joseph, Jr.	I.E.	Roslindale
Haggerty, Earl Joseph	M.E.	Rockland
Hamill, Paul Joseph	E.E.	Quincy
Hanson, Richard Butler	E.E.	Cambridge
Hanson, Winthrop Ellsworth	Ch.E.	Saugus
Harris, Sydney Preston	M.E.	Chilmark
Hartwell, William Eugene, Jr.	M.E.	Boston
Hassy, Said	E.E.	Lawrence
Hayden, Thomas George	Ch.E.	Bridgeport, Conn.
Helenek, George Paul	C.E.	Higganum, Conn.
Hibbard, Ralph Gilbert, Jr.	Ch.E.	Dorchester
Hixon, Laurence Wilson	E.E.	Norton
Holmes, Arthur Theodore	E.E.	Plymouth
Holmes, John Danforth	E.E.	Mansfield
Howes, Harold Dudley	M.E.	Hyannis
Jackson, Robert Copeland	I.E.	Brockton
Jaynes, Walter Henry	M.E.	Walsham
Jenkins, Ralph A., Jr.	Ch.E.	Stonham



NAME	DEPT.	HOME ADDRESS
Jepson, George Spencer	Ch.E.	Lynn
Joebchen, Fred G.	C.E.	Berlin, N. Y.
Johannsen, Louis Carnelius	Ch.E.	Tostenville, N. Y.
Johnson, Frederick P.	M.E.	Wellesley
Johnson, Harry F.	M.E.	Dorchester
Jordan, Robert Kenneth	E.E.	Portland, Me.
Jorgensen, Ralph C.	M.E.	Beverly
Joyce, Joseph Anthony	Ch.E.	Bridgewater
Kaitz, Simon S.	Ch.E.	Boston
Kantrovitz, Gabriel	Ch.E.	Roxbury
Kaplan, Simon	C.E.	Chelsea
Katz, Nathan	E.E.	Hartford, Conn.
Kelley, Charles M.	C.E.	Revere
Kennedy, Joseph Lowell	M.E.	Pawtucket, R. I.
Kimmell, Forrest Elgia	C.E.	Malden
King, George Rex	E.E.	Marlboro
Komich, Albert Joseph	C.E.	South Boston
Kurlansky, Sidney	E.E.	Milford
Lane, James Lawrence	E.E.	Tunkhannock, Pa.
Lauckner, Charles Godfrey, 3rd	M.E.	Lynn
Lawrence, Gordon Livingstone	E.E.	Auburndale
Leonard, Roger Leander	Ch.E.	Syracuse, N. Y.
Lehtonen, Sulo E.	E.E.	Bournedale
Leonard, Edward	M.E.	Middletown, Conn.
Leslie, Wendell E.	C.E.	South Boston
Lewis, Alfred Henry	E.E.	Acushnet
Lewis, Ralph Mansfield	Ch.E.	Framingham
Liben, Samuel	Ch.E.	Roxbury
Lindsay, Thomas Bond	M.E.	Concord
Lindstrom, William Julius	M.E.	Georgetown, Conn.
Lloyd, Frederick Nelson	M.E.	Newburyport
Lockwood, John Edwin, Jr.	M.E.	Waymart, Pa.
Lundquist, Gunnar	C.E.	Stoughton
Lupi, Anthony John	C.E.	East Boston
Lynch, William Irwin	M.E.	Medford
Machinsky, William Stanley	E.E.	Spencer
MacLeod, Douglas B.	Ch.E.	Dorchester
MacNulty, Victor MacLeod	Ch.E.	Malden
Maguire, Leonard	E.E.	Newton
Maino, Alexander Joseph	Ch.E.	New Bedford
Martel, Edward Francis	E.E.	Lewiston, Me.
Martin, Samuel David	M.E.	Brookline
Mather, George Hardcastle	M.E.	New London, Conn.
May, Willard	I.E.	Cobasset
Mazzaro, Saverio Anthony	E.E.	Somerville
Meriam, Frank Gilker	C.E.	Melrose
Miceli, Leonard Joseph	E.E.	Cambridge
Miller, William Henry	C.E.	Jamaica Plain
Mills, Ralph Everett	I.E.	Brookline
Mitchell, Samuel	C.E.	Pittsfield
Molthman, Max	E.E.	Stephentown Center, N. Y.
Mooradian, Shannon	Ch.E.	Haverhill
Moore, Raymond	E.E.	Watertown
Morey, Otis Hilton	E.E.	Milford
Morgan, Wayne L.	M.E.	Framingham
Morris, Calvin Ewart	Ch.E.	Stoughton
Morris, Hyman	I.E.	Dorchester

NAME	DEPT.	HOME ADDRESS
Morrison, Lawrence P.	M.E.	Lubec, Me.
Moulthrop, Charles James	C.E.	Shelton, Conn.
Murphy, James Anthony	E.E.	Salem
Murray, Edward James	M.E.	Woburn
McEleney, Edward P., Jr.	E.E.	Mattapan
McElhiney, George	Ch.E.	Watertown
McNulty, Gerald F.	C.E.	Roslindale
McRobert, William Edward	E.E.	Natick
Needle, Solomon	M.E.	Dorchester
Nelson, Gustaf Edwin, Jr.	E.E.	East Weymouth
Neilson, Howard	C.E.	Saratoga Springs, N. Y.
Nevers, Lucien Wry	M.E.	Foxboro
Newhall, Ralph Arthur	M.E.	Lynn
Newman, Leslie Eric	Ch.E.	Malden
Newton, Ralph Bailey	E.E.	Andover
Noden, Bernard Joseph	C.E.	Malden
Noodel, Hyman Nathaniel	Ch.E.	Dorchester
Norton, Frank M.	E.E.	North Anson, Me.
Oakes, Norman	Ch.E.	Jamaica Plain
Odette, Ernest Joseph	E.E.	Rockingham, Vt.
Papantonion, George A.	C.E.	Boston
Paroonagian, John	C.E.	Boston
Passmore, Earl Donnan	M.E.	Batavia, N. Y.
Payson, Grevis Fuller	E.E.	East Union, Me.
Pepi, Dominic Louis	E.E.	Framingham
Perdikis, Harry Samuel	C.E.	Lawrence
Perdriau, Harold Robert S.	I.E.	Chelsea
Petrone, Leonard Frank	E.E.	East Boston
Phillips, Fred Mason, 3rd	C.E.	Medford
Pisciottoli, Albert F.	M.E.	Dorchester
Pitocchelli, Frank Albert	E.E.	Methuen
Plovnick, Max David	M.E.	Roxbury
Poole, Arthur	E.E.	Methuen
Pulkkinen, Lahya Joseph	C.E.	Harrison, Me.
Rabin, Israel	E.E.	Merkine, Lithuania
Rabinowitz, Hyman	C.E.	Hartford, Conn.
Razwad, Alphonse	M.E.	South Boston
Rice, Edmund Francis	M.E.	North Attleboro
Robbins, William Albert	C.E.	Orange
Roberts, Karl Wellington	M.E.	Brooklin, Me.
Rodham, Norman Walter	Ch.E.	Cambridge
Rosoff, Manual	Ch.E.	New Haven, Conn.
Ross, John Stuart	M.E.	Forest Hills
Rossiter, Walter J.	E.E.	Dorchester
Runci, Edward A.	E.E.	Roxbury
Russell, Arthur Samuel	C.E.	Allston
Russell, Lester Lynde	C.E.	Melrose
Sadler, Orville C.	Ch.E.	Brunswick, Me.
Sampson, Walter John	M.E.	Everett
Sarkisian, Edward	M.E.	Arlington
Saupp, Chauncey P.	C.E.	Grahamsville, N. Y.
Sawyer, Winslow Allen	E.E.	Antrim, N. H.
Schmidt, Henry T.	Ch.E.	New Britain, Conn.
Scotch, Harry H.	Ch.E.	Mattapan
Scrivener, Gerald Cooper	E.E.	Hartford, Conn.
Segall, Arthur S.	E.E.	Dorchester
Sequerria, Ormando J.	Ch.E.	New Bedford

NAME	DEPT.	HOME ADDRESS
Shauchunas, Frank Domic	M.E.	<i>South Boston</i>
Shedd, John Vassall	I.E.	<i>Medford</i>
Shepiga, John Clement V.	E.E.	<i>Yonkers, N. Y.</i>
Silver, Hyman S.	Ch.E.	<i>Beverly</i>
Skresoski, Bernard Francis	E.E.	<i>Roxbury</i>
Somers, Hyman	Ch.E.	<i>Lynn</i>
Somers, Louis	I.E.	<i>Winthrop</i>
Spaulding, Ellsworth Grover	C.E.	<i>Waltham</i>
Stanley, Breton Ralph	C.E.	<i>Somerville</i>
Stanley, Joseph M.	C.E.	<i>Hyde Park</i>
Stevenson, Amos Lawrence	Ch.E.	<i>Groton</i>
Stevenson, George Edmund	Ch.E.	<i>Medford</i>
Stoddard, Donald Marshall	M.E.	<i>North Easton</i>
Stone, Philip Irving	M.E.	<i>Everett</i>
Struthers, Robert King	C.E.	<i>Manchester, N. H.</i>
Sutherland, Exiah	C.E.	<i>Cambridge</i>
Sweeney, Edward F.	E.E.	<i>Dorchester</i>
Szydlowski, Edward John	M.E.	<i>Dorchester</i>
Tarkanian, Jacob	E.E.	<i>Brockton</i>
Taylor, William Hubert	C.E.	<i>Boston</i>
Temple, George Augustus	Ch.E.	<i>Woburn</i>
Thomas, Stanley Elwin	C.E.	<i>Lynn</i>
Thomson, William Walker	M.E.	<i>Quincy</i>
Tiano, Samuel Benedict	M.E.	<i>East Boston</i>
Tonry, Edward Thomas	C.E.	<i>Somerville</i>
Tunney, William	Ch.E.	<i>Brighton</i>
Turlo, Joseph L.	E.E.	<i>Salem</i>
Turner, Isaiah T.	Ch.E.	<i>Provincetown</i>
Turner, Ralph Donald	E.E.	<i>Wakefield</i>
Twombly, Lawrence Metcalf	Ch.E.	<i>Medford Hillside</i>
Uminsky, Nathan	C.E.	<i>Mattapan</i>
Urban, Edward Charles J.	M.E.	<i>South Boston</i>
Wagner, John Earl	I.E.	<i>Bradford, Pa.</i>
Wagner, Richard Melvin	I.E.	<i>Gloucester</i>
Walker, Harvey Cyril	E.E.	<i>Attleboro</i>
Walker, Robert Harscheid	E.E.	<i>Fairview</i>
Walsh, Edmund Ambrose	Ch.E.	<i>Somerville</i>
Walters, Anthony	E.E.	<i>East Dedham</i>
Warren, Robert Ernest	Ch.E.	<i>Stowe, Vt.</i>
Washburn, Reginald F.	M.E.	<i>Buzzards Bay</i>
Washburn, William Henry	E.E.	<i>East Weymouth</i>
Watts, William Frederick	M.E.	<i>West Roxbury</i>
West, Stanley Erickson	M.E.	<i>Worcester</i>
Whalen, Alexander L.	C.E.	<i>Waverley</i>
White, Roger Thomas, Jr.	M.E.	<i>West Roxbury</i>
Whiting, Francis Coomer	M.E.	<i>Plymouth</i>
Wilder, Henry Cushing	M.E.	<i>Lawrence</i>
Wiley, Joseph Edward, Jr.	M.E.	<i>Somerville</i>
Williams, Allison S.	C.E.	<i>Hyde Park</i>
Wilson, Charles	M.E.	<i>Cobasset</i>
Wilson, Earle Myron	M.E.	<i>Somerville</i>
Wishnow, Isadore	E.E.	<i>Dorchester</i>
Wiskow, Walter G.	C.E.	<i>Oradell, N. J.</i>
Woodward, Clifford Winston	M.E.	<i>Plainville</i>
Woolridge, Edward Dan	M.E.	<i>Laconia, N. H.</i>
Yarchin, Erick F.	Ch.E.	<i>Dorchester</i>
Yates, John James	C.E.	<i>Brunswick, Me.</i>
Zannotti, Vincent	E.E.	<i>Everett</i>

# Roster of Students

## For the School Year 1930-1931

### UPPER CLASSMEN

NAME	DEPT.	YEAR	HOME ADDRESS
Abbott, Frederick Esler	Ch.E.	1934	Falmouth
Abel, Robert	C.E.	1934	Mattapan
Abisamra, Emil John	M.E.	1934	Worcester
Abretti, John Louis	E.E.	1931	Milford
Adams, Nicholas Philip	E.E.	1934	Dorchester
Adelman, Maxwell	Ch.E.	1931	Hartford, Conn.
Adomaitis, Alexander A.	Ch.E.	1934	Brockton
Ahman, Stewart Alfred	Ch.E.	1931	Everett
Ajootian, John Avedis	E.E.	1932	Providence, R. I.
Alcorn, Arnold S.	M.E.	1932	Waltham
Aldrich, Howard J.	E.E.	1932	Danvers
Alhowik, Bronek Walter	E.E.	1932	Ipswich
Allen, Daniel W.	C.E.	1931	Waretown
Allen, Lloyd McLean, Jr.	C.E.	1934	Medford
Allen, Stanley L.	E.E.	1931	Danielson, Conn.
Alley, Milton	M.E.	1934	LaGrangeville, N. Y.
Almeida, Joseph Rodriques	Ch.E.	1934	Ludlow
Almquist, Russell C.	M.E.	1934	Brockton
Alpert, Joseph	C.E.	1932	Everett
Altshuler, Israel	Ch.E.	1932	Roxbury
Altshuler, Sidney A.	E.E.	1931	Dorchester
Alves, Francis J.	C.E.	1932	Provincetown
Anderson, Alfred Charles	C.E.	1931	East Foxboro
Anderson, Eric E. G.	E.E.	1931	Concord, N. H.
Anderson, Forest Emil	E.E.	1932	Vinalhaven, Me.
Anderson, Gordon Campbell	M.E.	1934	Haverhill
Anderson, Ronald Fritz	E.E.	1934	Somerville
Anderson, Simon Alfred	Ch.E.	1934	Peabody
Andrews, Ellsworth Perry	M.E.	1932	Belmont
Andrews, Frank Sydney	Ch.E.	1932	Woodville
Anthony, Luther Joseph, Jr.	Ch.E.	1934	Taunton
Antonievich, Romeo J.	E.E.	1932	Springfield, Vt.
Appleton, Daniel F.	C.E.	1931	Scituate Center
Arlio, Dominic C.	E.E.	1932	Bridgeport, Conn.
Armstrong, Ralph Whitman	E.E.	1931	South Braintree
Assad, Charles, Jr.	Ch.E.	1934	Boston
Atwood, Earl Bates	I.E.	1934	Terryville, Conn.
Aubey, Millard H.	C.E.	1932	Framingham
Avery, Clarence E.	C.E.	1934	New Britain, Conn.
Babel, Victor James	Ch.E.	1932	Norwood
Bagloe, William A.	C.E.	1932	Faneuil
Bailey, Edward B.	E.E.	1932	Melrose
Balch, Merle C.	E.E.	1934	Groveland
Balestrieri, Thomas H.	E.E.	1934	Allston
Bamford, Wilson A.	E.E.	1934	Springfield, Vt.
Bangs, John Kingsbury	E.E.	1934	Brunswick, Me.
Banister, Glenn B.	M.E.	1931	Springfield, Vt.

NAME	DEPT.	YEAR	HOME ADDRESS
Bannister, Dexter E.	E.E.	1932	Webster
Barber, Arthur G.	M.E.	1934	Shrewsbury
Barber, Thomas Gilman	C.E.	1934	Reading
Barratt, Joseph Albert	E.E.	1932	Bridgeport, Conn.
Barriere, Charles J.	Ch.E.	1931	Newport, R. I.
Bassett, Donald C.	C.E.	1931	Andover
Bassett, Roswell F.	C.E.	1932	Hyannis
Batchelder, Charles Franklin	E.E.	1931	Brockton
Bateman, Charles E.	C.E.	1932	North Stratford, N. H.
Bates, Albert Sargent	C.E.	1932	Fairhaven
Bates, Nathan Warren	M.E.	1931	Cohasset
Bates, Theodore Allen	M.E.	1931	East Weymouth
Bauer, William Rahn	C.E.	1934	New Bedford
Bajmgarten, Fred	M.E.	1932	Dedham
Baxter, Arnold Howes	M.E.	1931	Hyannis
Beal, John D., Jr.	E.E.	1931	Nantasket Beach
Bean, Lauress A.	Ch.E.	1932	Boston
Bedell, Harry	C.E.	1934	Watertown
Bedrosian, Peter	E.E.	1932	Millbury
Beede, Harry Asel	E.E.	1934	North Quincy
Beigbeder, Paul A.	C.E.	1932	Roslindale
Bell, Kenneth A.	Ch.E.	1934	Attleboro
Belyea, Allan Conelious	M.E.	1931	Hyde Park
Belsky, Joseph J.	Ch.E.	1932	Haverhill
Benkus, William	M.E.	1932	Haverhill
Benson, Gunnar Stuart	C.E.	1932	Attleboro
Benson, Henry Albert	E.E.	1932	West Roxbury
Benson, John Clarence	Ch.E.	1931	West Roxbury
Bergman, George L.	E.E.	1934	East Hampton
Bermingham, Daniel T.	M.E.	1934	Boston
Betts, Henry Taylor	E.E.	1932	Gloucester
Beyus, John Joseph	C.E.	1932	Torrington, Conn.
Bigelow, George Harrison	I.E.	1934	Marlborough
Bingham, Fletcher H.	I.E.	1932	Marlboro, N. Y.
Bird, John E.	M.E.	1934	Allston
Bishop, William E.	C.E.	1934	Melrose
Bixby, Robert W.	C.E.	1931	North Andover
Bjuhr, Elzear	E.E.	1934	Brockton
Blake, John	I.E.	1934	Methuen
Blake, Samuel Francis, Jr.	I.E.	1932	Cambridge
Blanchard, Charles Everett	E.E.	1931	Norwood
Blanchard, Eugene Smith	M.E.	1932	Somerville
Blanchard, Harry Lawrence	C.E.	1932	Bellows Falls, Vt.
Bluestein, Albert	M.E.	1934	Lynn
Bocon, Joseph	C.E.	1934	Ludlow
Bonin, Henri	Ch.E.	1932	Brookline
Bonner, John	M.E.	1931	Boston
Bonney, Edgar Greene	E.E.	1932	Newton Center
Booker, Alfred H.	I.E.	1932	Lynn
Booth, George Edmund	Ch.E.	1934	Ipswich
Bornstein, Harry	C.E.	1934	Boston
Bortone, Caesar Michael	I.E.	1934	Watertown
Boyd, Harold Ridge	M.E.	1934	Quincy
Bozozian, Azad	E.E.	1932	Avon
Bradford, George Henry, Jr.	C.E.	1932	Bridgewater
Brandt, Paul, Jr.	E.E.	1932	North Easton
Brousseau, Cedric L.	E.E.	1934	Boylston



NAME	DEPT.	YEAR	HOME ADDRESS
Brown, Asaph R.	C.E.	1934	Gardner
Brown, Charles Henry, Jr.	Ch.E.	1934	Union City, N. J.
Brown, Roger S.	C.E.	1932	Lynn
Browning, Harrison O.	E.E.	1932	Mattapan
Bruce, Paul W.	E.E.	1934	Concord
Brush, Hubert Williams	E.E.	1934	Brookfield Center, Conn.
Bryan, Charles Francis	E.E.	1934	Canton
Buck, Murray L.	Ch.E.	1934	Framingham
Budzianowski, Walter Stanley	Ch.E.	1934	Ipswich
Burak, Terrance Mathew	C.E.	1931	Yonkers, N. Y.
Burbank, John H.	E.E.	1932	Amesbury
Burke, Paul C.	E.E.	1932	Boston
Burnap, Joseph, Jr.	C.E.	1932	Millbury
Burnett, Paul Jesse	Ch.E.	1932	Everett
Burnside, Gilbert L.	Ch.E.	1931	Dorchester
Burton, William H., Jr.	C.E.	1932	South Somerset
Butler, Walter Everett	C.E.	1934	New Bedford
Butler, William Francis	Ch.E.	1934	Boston
Byrne, Arthur Paul	Ch.E.	1934	Arlington
Calandrella, Bernardino	M.E.	1932	Attleboro
Campbell, Lawrence H.	C.E.	1934	Boston
Campbell, Samuel Theodore	M.E.	1932	Waltham
Campbell, Warren M.	C.E.	1934	Revere
Cantor, Benjamin J.	E.E.	1931	Boston
Caponigro, Chelsomino J.	C.E.	1932	East Boston
Cappannari, Louis Lucian	E.E.	1934	Plymouth
Cardozo, Harry H.	E.E.	1934	Washington, D. C.
Carlson, Carl Everett	E.E.	1934	Mattapan
Carlson, Clifton William	E.E.	1932	Gloucester
Carlson, John George	C.E.	1931	Milford
Carpenter, Alden Plimpton	E.E.	1932	Hingham
Carpenter, Maurice Warren	C.E.	1934	Limerick, Me.
Carroll, Charles Henry	M.E.	1932	Watertown
Casella, Anthony	C.E.	1932	Athol
Casey, John R.	C.E.	1931	Arlington
Casparian, Sarkis M.	Ch.E.	1931	Boston
Cassese, Veto M.	C.E.	1931	East Weymouth
Cassidy, Ralph Henry	Ch.E.	1931	Cambridge
Chamberlain, Robert Francis	Ch.E.	1934	Boston
Chamillard, Albert L.	Ch.E.	1931	Roxbury
Chapman, Alexander Nicholson	C.E.	1932	South Lincoln
Chapman, David William	E.E.	1934	Paterson, N. J.
Chaput, Myron W.	E.E.	1934	Haverhill
Chase, John Merrill	C.E.	1934	Newburyport
Chasse, Charles Joseph	M.E.	1934	Randolph
Chatterton, Clifford L.	E.E.	1931	Wakefield
Chaves, Henry	Ch.E.	1934	Saugus
Chestna, John	E.E.	1932	Bridgewater
Chick, Robert E.	C.E.	1932	Holliston
Chipman, Eldin James	E.E.	1932	Framingham
Christiansen, John Emanuel	C.E.	1932	Berlin, N. H.
Christenson, Ralph C.	M.E.	1932	Quincy
Church, Kenneth Eugene	E.E.	1934	Greensboro, N. C.
Churchill, Warren E.	Ch.E.	1931	West Roxbury
Clark, Arthur Everett	E.E.	1934	Newton Center
Clark, Eugene R.	M.E.	1934	Pittsfield
Clark, Herbert Porter	M.E.	1932	Springfield

NAME	DEPT.	YEAR	HOME ADDRESS
Clark, John H.	M.E.	1932	Brockton
Clark, Jonathan William, Jr.	C.E.	1934	Middletown, Conn.
Clark, Lester Merritt	C.E.	1931	Dorchester
Clarke, John L.	Ch.E.	1934	Hyde Park
Cleveland, Adrian W.	E.E.	1934	Binghamton, N. Y.
Cobb, Charles Fred	E.E.	1932	Pepperell
Cobbett, Leonard C.	E.E.	1931	Foxboro
Coburn, Donald Everett	M.E.	1931	Everett
Coffey, Joseph Henry	C.E.	1931	Bradford
Coffin, Everett S.	M.E.	1932	East Walpole
Coffin, Perley Andrews	Ch.E.	1931	Newburyport
Coffin, Raymond A.	I.E.	1932	Somerville
Cohen, Abraham Bernard	E.E.	1932	Dorchester
Cohen, Arthur Mose	C.E.	1932	Needham
Colby, Paul R.	E.E.	1932	Lawrence
Collins, Paul	E.E.	1931	Milton
Collins, Walter R.	Ch.E.	1934	Woburn
Colpitts, Leonard F.	M.E.	1932	Shirley
Columbo, Frank J.	C.E.	1934	Forrestville, Conn.
Comerford, Thomas G.	E.E.	1931	Baldwinsville, N. Y.
Condon, Eugene B.	C.E.	1932	Roslindale
Condon, Theron Elwin	M.E.	1934	Merrimac
Congdon, Frank P., Jr.	Ch.E.	1934	Charlestown
Conlin, William Patrick	M.E.	1932	Windsor, Vt.
Conway, John Kenneth	M.E.	1934	Framingham
Cook, Alfred William	C.E.	1934	Meriden, Conn.
Cook, Richard	C.E.	1931	Medford
Cookingham, Howard C.	Ch.E.	1934	Staatsburg, N. Y.
Cooper, Norman Harold	Ch.E.	1934	Boston
Copans, Albert	Ch.E.	1932	Everett
Copithorne, John Wilbur	C.E.	1932	Somerville
Cormier, Laurent A.	I.E.	1934	Hartford, Conn.
Cote, Norman William	M.E.	1934	Waterbury, Conn.
Coughlan, Ray J.	M.E.	1932	Revere
Couillard, Paul Oliver	E.E.	1934	Graniteville, Vt.
Coutts, William D., Jr.	Ch.E.	1932	Brookline
Cox, Robert George	C.E.	1934	Newton Center
Crabtree, Ronald	C.E.	1931	Milton
Crawford, Augustine J.	C.E.	1932	Danvers
Crawford, Carl Herbert	C.E.	1934	Framingham
Cripps, Arthur R.	Ch.E.	1931	Arlington
Crocker, Franklin D.	E.E.	1932	Foxboro
Crocker, George Desmond	C.E.	1932	Quincy
Crosby, Leslie W.	E.E.	1931	Swampscott
Crouch, Charles Wayland	C.E.	1934	Gardner
Crowell, Robert Irving	E.E.	1932	Boston
Crowther, Donald Brett	I.E.	1932	Poughkeepsie, N. Y.
Cunningham, Cyrus Tyzzer	M.E.	1934	Wakefield
Curewitz, Joseph	E.E.	1934	Roxbury
Curren, Gerald Wharton	E.E.	1934	North Andover
Curtin, Arthur D.	E.E.	1932	Norwood
Curtis, Howard P.	I.E.	1932	Danvers
Curler, Benjamin M.	E.E.	1934	Waltham
Cyr, Charles Edmond	C.E.	1931	North Andover
Dahl, Nathan Reeves	E.E.	1934	Stratford, Conn.
Dahlstrom, Arnold Robert	I.E.	1931	Brockton
Daly, Walter F.	E.E.	1931	Waverley

NAME	DEPT.	YEAR	HOME ADDRESS
Dame, Barry Thomas	I.E.	1934	Lakeport, N. H.
Darling, Claude William, Jr.	E.E.	1932	Stoughton
Darr, Leo	C.E.	1931	Quincy
David, Nasim A.	Ch.E.	1932	Boston
Davis, Donald Eben	Ch.E.	1934	Malden
Davis, Noble Louis	M.E.	1934	Dorchester
Davis, Norman Whittemore	I.E.	1931	Ashland
Davis, Roy N.	E.E.	1934	Greenville, Me.
Davis, Willard M.	M.E.	1934	Everett
Deane, Marcus A.	M.E.	1932	Whitinsville
Deans, David, Jr.	E.E.	1934	Plymouth
Dearborn, Clayton Edward	C.E.	1932	Lynn
Debes, Peter	E.E.	1932	Wollaston
Decker, Earl A.	I.E.	1932	Ridgelyville, Me.
Delano, George Witt	I.E.	1934	Dorchester
Deltano, Herbert	E.E.	1934	Sharon
Demers, Ernest P.	C.E.	1934	Holliston
Deneen, George Everett	E.E.	1934	Fitchburg
Dennett, Charles A.	M.E.	1932	Plympton
Dew, Edward Nelson	C.E.	1932	Torrington, Conn.
Dezell, James Menzo	E.E.	1931	Lynn
DiCarlo, Frank W.	C.E.	1934	South Boston
Dickson, Andrew M.	C.E.	1931	Amesbury
Dildilian, Ara T.	Ch.E.	1932	Kokkinia, Peiraiens, Greece
Diliberto, Salvatore C.	I.E.	1931	Brighton
Dinerstein, Nathan	Ch.E.	1934	Colchester, Conn.
Diskin, Roger Patrick	C.E.	1932	West Concord
Diskin, Martin J.	M.E.	1932	Concord
Doddiss, Albert J.	Ch.E.	1934	Medford
Doering, Herman William	Ch.E.	1934	Boston
Donlon, Joseph	Ch.E.	1931	Swampscott
Douglas, Myron Elsworth	Ch.E.	1934	North Abington
Douglas, Sterling B.	Ch.E.	1931	Woonsocket, R. I.
Dower, Gordon I.	C.E.	1932	Atbol
Downey, Paul Joseph	Ch.E.	1934	Boston
Drake, Preston	M.E.	1934	New York City, N. Y.
Dresser, Kenneth Bullard	M.E.	1932	East Walpole
Drinkwater, Kenneth C.	Ch.E.	1934	Taunton
Driscoll, Francis Patrick	I.E.	1934	Natick
Driscoll, Richard F.	M.E.	1931	Danvers
Drucker, Nathan M.	C.E.	1931	Dorchester
Dugar, Alvin N.	E.E.	1931	Salem
Duksta, John C.	E.E.	1932	South Braintree
Dunlap, Arthur P.	I.E.	1932	Framingham
Durfee, Lester Alton	C.E.	1932	Fairhaven
Dwyer, Orrington Embry	Ch.E.	1934	Dorchester
Dyer, John Thomas	C.E.	1931	Wakefield
Eakins, Jesse W.	E.E.	1932	Boston
East, George Harry	M.E.	1934	Dorchester
Eaton, Richard Kennard	E.E.	1931	East Braintree
Edson, Raymond Edgar	C.E.	1931	Swampscott
Eggleston, Howard N.	C.E.	1932	Baldwinsville, N. Y.
Ehnes, Andrew D.	C.E.	1931	Medfield
Einstein, Abraham J.	E.E.	1932	Roxbury
Ek, Eldon Howard	E.E.	1934	Brockton
Elliott, Andrew H.	C.E.	1931	Braintree
Emery, Roger Church	M.E.	1931	Watertown

NAME	DEPT.	YEAR	HOME ADDRESS
Emery, Walter John	C.E.	1934	Gorham, N. H.
Emsall, Richard Duckworth	E.E.	1934	Spring field
English, John J.	E.E.	1934	Brockton
Erb, Harry E., Jr.	E.E.	1934	Port Washington, N. Y.
Erickson, Everett Albin	M.E.	1932	Danvers
Eurenius, Carl Willard	Ch.E.	1934	Swampscott
Everett, Elmer H.	M.E.	1934	Everett
Everitt, Harold Edmund	Ch.E.	1931	West Lynn
Fair, Joseph Milnes	M.E.	1931	Paterson, N. J.
Fairbank, Franklin Nealley	Ch.E.	1934	Hopedale
Falt, James A.	E.E.	1932	Quincy
Farrell, Walter J.	M.E.	1932	Lowell
Farwell, Elliot Clayton	C.E.	1934	Wakefield
Farwell, Lovell H.	E.E.	1934	Fitchburg
Fedosiuk, George S.	C.E.	1931	South Boston
Feener, Sidney Lewis, Jr.	Ch.E.	1934	Gloucester
Feingold, Charles	M.E.	1931	Rockland
Feldman, Harry R.	E.E.	1932	Frammingham
Feldman, Louis	C.E.	1932	Chelsea
Fenlason, Amos Harold	Ch.E.	1934	Calais, Me.
Ferguson, Alexander G.	C.E.	1932	Lynn
Ferrari, Stephen	M.E.	1931	Boston
Fickers, Edmund J.	Ch.E.	1934	Cambridge
Finik, Adolph	C.E.	1934	Holyoke
Fischer, Edward Eugene	E.E.	1931	Roslindale
Fischette, Matthew, Jr.	E.E.	1934	Clyde, N. Y.
Fisk, Thacher Heath	C.E.	1932	Natick
Fitzgerald, William H.	C.E.	1931	Boston
Flathers, George Henry	I.E.	1934	Fairhaven
Flavin, William T.	M.E.	1931	Arlington
Flumere, Louis A.	Ch.E.	1932	Frammingham
Flynn, James Campbell	M.E.	1934	Taunton
Fogil, Kenneth B.	M.E.	1934	Hockanum, Conn.
Folan, William Joseph	Ch.E.	1934	Pittsfield
Foley, Harold W.	E.E.	1932	Everett
Foley, Paul J.	M.E.	1932	Dorchester
Forbush, Walter W.	C.E.	1931	Everett
Ford, Alexander Joseph	M.E.	1934	Cambridge
Fornell, Rudolph E.	Ch.E.	1932	Quincy
Forsberg, Algot O.	C.E.	1931	Worcester
Forster, Harry Lee	E.E.	1934	Rochester, N. Y.
Foss, Clifford D.	E.E.	1931	Salem
Foster, Arthur Myron	E.E.	1934	Short Falls, N. H.
Foster, Frank K.	I.E.	1932	Boston
Foster, Raymond Faunce	E.E.	1934	South Hanson
Foster, Raymond H.	M.E.	1931	Norton
Fowler, Frank Maxwell	M.E.	1931	Revere
Fowler, Paul B.	Ch.E.	1931	Huntington
Franklin, Edwin M., Jr.	E.E.	1932	West Nyack, N. Y.
Franklin, George A.	E.E.	1934	Roxbury
Franklin, Hayden B.	Ch.E.	1934	Putnam, Conn.
Freeman, Philip Martin	M.E.	1931	Bridgewater
Freeman, Walter K.	E.E.	1931	Reading
Freiheit, John L.	C.E.	1932	Shelton, Conn.
Fridell, Francis Oliver	E.E.	1931	North Easton
Friend, Merrill Nash	Ch.E.	1934	Gloucester
Frienschner, August V., Jr.	I.E.	1932	Attleboro

NAME	DEPT.	YEAR	HOME ADDRESS
Frost, Everett S.	M.E.	1931	Chelsea
Frost, Herman H.	M.E.	1932	Windsor, Vt.
Fryling, Owen William	M.E.	1931	Wellsfleet
Fulchino, Carmine Edward	C.E.	1934	Revere
Galbraith, Clyde H.	E.E.	1931	Greenfield
Gardner, John MacDonald	N.E.	1934	Newton Center
Gay, Clarence	E.E.	1931	Reading
Geckler, Vernon C.	E.E.	1932	Springfield
Gelas, Marius Jean	I.E.	1934	Quincy
George, Richard Winthrop	Ch.E.	1934	Malden
Gervais, Wilfrid A.	E.E.	1934	Brunswick, Me.
Gesmer, Joseph	M.E.	1931	Quincy
Giacalone, Benedict	C.E.	1932	Brooklyn, N. Y.
Gilbert, Eugene Cameron	M.E.	1934	Wareham
Gilfoyle, Joseph D.	C.E.	1934	Ulster, Pa.
Gill, Harry A.	E.E.	1931	Newport, R. I.
Gillespie, Maurice E.	M.E.	1932	Derry, N. H.
Gilman, Alvah Andrew	Ch.E.	1934	Waterville, Me.
Gilman, Paul Franklin	C.E.	1934	Quincy
Gilson, Kenneth H.	C.E.	1932	Stoneham
Girling, John Gordon	I.E.	1932	Taunton
Glazer, Jack	C.E.	1932	Everett
Gledhill, Edwin	Ch.E.	1934	Keene, N. H.
Gnage, James C.	C.E.	1934	Newfane, N. Y.
Goeller, Edward A.	E.E.	1934	East Milton
Gold, Israel	C.E.	1932	Revere
Goodman, Louis	E.E.	1934	Chelsea
Goodrich, Marshall Floyd	Ch.E.	1934	Elmira, N. Y.
Goodstine, Herman	E.E.	1932	South Manchester, Conn.
Goodwin, Ernest R.	C.E.	1932	East Lynn
Gorbell, George L.	C.E.	1931	Everett
Gorbunoff, Alex	E.E.	1932	Quincy
Gordon, John Herbert	M.E.	1934	Haverhill
Gordon, Kendall William	E.E.	1934	Lowell
Gorton, William G.	E.E.	1932	Rochester, N. Y.
Goss, Arlan R.	Ch.E.	1932	Orange
Gourley, Garnet W.	E.E.	1931	Arhens, Me.
Grabau, Walter G.	E.E.	1934	Hyde Park
Grandone, Joseph	Ch.E.	1934	Oxford
Grant, Ernest Mitchell	Ch.E.	1932	Stoughton
Grant, Raymond A.	E.E.	1932	Bangor, Me.
Grant, Vail W.	M.E.	1932	Georgetown
Gray, Herbert Dolloff, Jr.	C.E.	1934	Rockport
Gray, Howard Allen	Ch.E.	1934	Woburn
Gray, Robert Howe	I.E.	1934	Brookline
Greenbaum, Rubin	E.E.	1932	Hartford, Conn.
Greenberg, Yale J.	M.E.	1932	Dorchester
Greenough, Harold F.	I.E.	1932	West Somerville
Greenwald, Clarence	I.E.	1934	Monticello, N. Y.
Greenwood, Charles F., Jr.	E.E.	1932	Amesbury
Grella, Edmund Joseph	E.E.	1931	East Boston
Gribbons, Everett J.	M.E.	1931	Worcester
Grimes, Albert T.	E.E.	1932	West Acton
Griswold, Lee V.	E.E.	1932	Terryville, Conn.
Grossman, Jacob	Ch.E.	1934	Portsmouth, N. H.
Grosz, John J., Jr.	Ch.E.	1934	Adams
Grote, Francis Nicholas	E.E.	1934	Chester, Conn.



NAME	DEPT.	YEAR	HOME ADDRESS
Grubb, John Russell	E.E.	1931	Leominster
Grushkin, Samuel Robert	E.E.	1934	Norwood
Guild, Arnold L.	C.E.	1931	Roslindale
Guilfoyle, Daniel Laurence	Ch.E.	1934	Revere
Gustafson, Roy Milton	Ch.E.	1932	Worcester
Gustavson, Nils S. W.	E.E.	1934	Northampton
Gustina, Nickolas D.	I.E.	1932	Rochester, N. Y.
Hagan, Francis	Ch.E.	1932	Canton
Hagelston, Paul J. D.	Ch.E.	1934	Boston
Haid, Arthur E.	E.E.	1932	Brookline
Haines, Donald Olin	M.E.	1934	Newington, Conn.
Haley, Richard F.	I.E.	1934	Boston
Hall, Arthur Bassett	Ch.E.	1931	Falmouth
Hall, Donald Franklin	Ch.E.	1931	Mattapan
Hall, Frederick	C.E.	1934	Newport, R. I.
Hall, Stanley M.	E.E.	1934	Burlington, Vt.
Hamblett, Walter Clifford	Ch.E.	1931	Lowell
Hamel, Theodore	C.E.	1931	Dorchester
Hamstrom, Rolf Evald	C.E.	1934	Portland, Me.
Hancock, Vernon Parkin	E.E.	1931	Everett
Handly, Russell Edward	Ch.E.	1934	St. Albans, Vt.
Hanf, Adolf Walter	Ch.E.	1934	Belmont
Hanna, C. Raymond	E.E.	1932	Mid. Granville, N. Y.
Hanscom, Matthew Wesley	Ch.E.	1932	Dorchester
Hansen, Einar	I.E.	1934	East Woodstock, Conn.
Hansen, Henry Herman, Jr.	C.E.	1931	Everett
Hanson, Frederick William	Ch.E.	1934	Cliftondale
Hanson, Wilrose John	M.E.	1932	Marlboro
Haseltine, Stephen, Jr.	C.E.	1931	Stoneham
Hastings, Arthur Gordon	Ch.E.	1934	Orange
Hatch, Herbert Franklin, Jr.	C.E.	1932	Dorchester
Hatton, Arthur T.	E.E.	1931	New London, Con.
Hautala, Matt Armo	E.E.	1934	Pigeon Cove
Hayden, Jesse Lloyd	M.E.	1934	Norwich, Conn.
Hayden, Kenneth French	Ch.E.	1932	South Braintree
Haynes, Burnett Quincy	M.E.	1934	Lebanon, N. H.
Heffer, Roy W.	C.E.	1932	Rochester, N. Y.
Henderson, Edward Glomstad	I.E.	1934	Beverly
Henderson, Ernest D.	E.E.	1934	Northport, N. Y.
Hennings, Wilbur	M.E.	1934	West Roxbury
Henrickson, Leon Alexander	Ch.E.	1934	Granby, Conn.
Henriksen, Francis	M.E.	1932	Canton
Herholz, Paul	M.E.	1931	Beaver Falls, Pa.
Herlich, William	I.E.	1932	Lynn
Heron, Paul Joseph	E.E.	1932	Lowell
Herrick, Charles Arthur	M.E.	1934	Springfield, Vt.
Hersey, Harold G.	C.E.	1931	Wolfeboro, N. H.
Herthel, Nicholas William	Ch.E.	1931	Jamaica Plain
Hervey, Charles Downer	E.E.	1931	Quincy
Hervey, Laurence Robert B.	Ch.E.	1931	Nova Scotia, Canada
Hickey, John C.	C.E.	1931	Everett
Higgins, William M., Jr.	Ch.E.	1934	Orleans
Hilliard, Alton Marshall	M.E.	1932	Claremont, N. H.
Hillman, Paul Arthur	I.E.	1934	Barre
Hilton, Amos M.	E.E.	1931	Walpole
Hinckley, Arnold Craig	C.E.	1932	Jamaica Plain
Hinckley, Everett Willis	C.E.	1932	Campello

NAME	DEPT.	YEAR	HOME ADDRESS
Hoar, William Arthur	Ch.E.	1934	<i>Salem</i>
Hodgdon, Lester Irving	M.E.	1931	<i>Wollaston</i>
Hodgdon, Wilbur F.	M.E.	1934	<i>Wollaston</i>
Hodge, F. Eldred	E.E.	1931	<i>Brookville</i>
Hodges, George F.	I.E.	1934	<i>South Boston</i>
Hodgson, Albert E.	C.E.	1932	<i>Metbuen</i>
Hodsdon, Arthur K.	C.E.	1931	<i>Yarmouth, Me.</i>
Holcombe, William F.	C.E.	1932	<i>Hopewell, N. J.</i>
Holland, Edmund Ludwig	I.E.	1931	<i>Hartford, Conn.</i>
Holland, Gordon E.	E.E.	1932	<i>Wollaston</i>
Hollinshead, George F., Jr.	C.E.	1934	<i>Quincy</i>
Holmes, Burton E.	E.E.	1931	<i>Farley</i>
Holmquist, Harold H.	M.E.	1932	<i>Quincy</i>
Holt, Alden Lyman	Ch.E.	1934	<i>Erving</i>
Homelson, Joseph	C.E.	1932	<i>Hartford, Conn.</i>
Hopkins, David M.	C.E.	1932	<i>Concord</i>
Horton, Arthur MacNiel	M.E.	1934	<i>Dedham</i>
Houle, Percy Wardell	E.E.	1931	<i>Madison, Me.</i>
House, Howard Lester	C.E.	1934	<i>Hyde Park</i>
Howard, William C.	I.E.	1934	<i>Essex</i>
Howe, Charles Bradford	M.E.	1931	<i>South Acton</i>
Howe, Waldo Albert	E.E.	1931	<i>Atlantic</i>
Hoye, John Patrick	E.E.	1934	<i>Auburndale</i>
Hoyt, Alvah William	M.E.	1932	<i>Newburyport</i>
Hubbard, Robert Meigs	M.E.	1932	<i>Middletown, Conn.</i>
Hubert, Edgar F.	E.E.	1934	<i>Framingham</i>
Hubley, Earl A.	M.E.	1934	<i>Dorchester</i>
Humphrey, Leonard Graves, Jr.	M.E.	1934	<i>Marblehead</i>
Hutchinson, Harvey Atwood	Ch.E.	1934	<i>Holbrook</i>
Iadarola, Louis James	C.E.	1934	<i>Milford</i>
Isherwood, Robert A.	E.E.	1931	<i>Waterbury, Conn.</i>
Israel, Abraham I.	E.E.	1932	<i>Dorchester</i>
Jackson, Robert John	Ch.E.	1932	<i>Thompsonville, Conn.</i>
Jackson, Thomas	C.E.	1934	<i>South Hadley Falls</i>
Jackson, William Charles	C.E.	1932	<i>Taunton</i>
Jacobs, John W.	E.E.	1931	<i>Quincy</i>
Jacobson, Carlton Stanley	C.E.	1934	<i>North Easton</i>
James, Raymond W.	Ch.E.	1932	<i>Gardiner, Me.</i>
Jameson, John Alexander	M.E.	1934	<i>Saugus</i>
Janness, George W.	C.E.	1934	<i>Hanover</i>
Jensen, Hans S.	C.E.	1931	<i>Portland, Me.</i>
Jensen, Stanley Francis	E.E.	1932	<i>Westfield</i>
Johnson, Albert E.	E.E.	1932	<i>Somerville</i>
Johnson, Carl R.	E.E.	1934	<i>Easthampton</i>
Johnson, Carlyle R.	E.E.	1932	<i>Bangor, Me.</i>
Johnson, Elmer T.	E.E.	1931	<i>Arlington</i>
Johnson, Franklin Campbell	C.E.	1934	<i>Portland, Me.</i>
Johnson, Harold I., Jr.	M.E.	1934	<i>Dedham</i>
Johnson, Ivan E.	M.E.	1934	<i>Concord</i>
Johnson, Norris Rudolph	E.E.	1932	<i>Somerville</i>
Johnson, Rudolph A.	M.E.	1932	<i>Cliftondale</i>
Johnson, U. Eric	Ch.E.	1932	<i>Chester, Vt.</i>
Johnston, Joseph T.	M.E.	1932	<i>Whitinsville</i>
Jones, Cassius Lee, Jr.	E.E.	1934	<i>Elmira, N. Y.</i>
Jones, Howard F.	E.E.	1934	<i>South Acton</i>
Jones, William Charles	E.E.	1931	<i>Somerville</i>
Joroleman, Harold Clarence	M.E.	1934	<i>Rochester, N. Y.</i>

NAME	DEPT.	YEAR	HOME ADDRESS
Joseph, George A.	M.E.	1932	<i>Boston</i>
Joyce, Ralph Stite	I.E.	1934	<i>New York, City N. Y.</i>
Joyce, Robert A.	Ch.E.	1934	<i>Whitman</i>
Kaitz, Simon	E.E.	1934	<i>Chelsea</i>
Kaleta, Meroslaw	E.E.	1932	<i>Everett</i>
Kasson, Charles LeBaron, Jr.	M.E.	1932	<i>Mattapan</i>
Katseff, Samuel	C.E.	1934	<i>Holliston</i>
Kearsley, Carl William	I.E.	1934	<i>Waltham</i>
Kebbis, Joseph Jacob	E.E.	1932	<i>East Weymouth</i>
Keil, Carl C.	Ch.E.	1934	<i>Attleboro</i>
Kelleher, Frank Richard	E.E.	1931	<i>Brockton</i>
Kelleher, Raymond J.	C.E.	1931	<i>Brockton</i>
Keller, Ralph L.	M.E.	1934	<i>Winthrop</i>
Kelliher, James Laurence	E.E.	1932	<i>Beverly</i>
Kelly, Joseph J.	E.E.	1931	<i>Milton</i>
Kershaw, Lester Joseph	M.E.	1931	<i>Fall River</i>
Kessell, Clinton T.	C.E.	1932	<i>Fall River</i>
Kevorkian, Pailag	E.E.	1931	<i>Sivas, Greece</i>
Kfoury, Edward S.	I.E.	1934	<i>Lawrence</i>
Kiehle, Edward G.	E.E.	1931	<i>Dansville, N. Y.</i>
Killer, Kenneth, L.	E.E.	1932	<i>Waterbury, Conn.</i>
Kimball, Charles Newton, Jr.	E.E.	1931	<i>Everett</i>
Kinsman, Paul Jennings	I.E.	1934	<i>Harvard</i>
Kirschner, Alfred E.	E.E.	1931	<i>Ocean View, N. J.</i>
Klose, Herbert Charles	E.E.	1934	<i>Westhampton Beach, N. Y.</i>
Knuth, Edward Otto	M.E.	1931	<i>Oswego, N. Y.</i>
Koff, David	C.E.	1932	<i>Lynn</i>
Kokoska, John August	E.E.	1934	<i>Taunton</i>
Kokoszka, Stanley Frank	Ch.E.	1934	<i>Chicopee</i>
Komenda, Robert R.	E.E.	1931	<i>East Milton</i>
Komich, John B.	C.E.	1932	<i>South Boston</i>
Korzimke, Alfred	C.E.	1931	<i>Westwood, N. J.</i>
Kowaleski, Henry M.	E.E.	1931	<i>Hyde Park</i>
Kreusel Adolf	C.E.	1932	<i>Brighton</i>
Krysin, Brunslaw	Ch.E.	1934	<i>Greenfield</i>
Kulesza, Bronislaus Stanislaus	E.E.	1932	<i>Peabody</i>
Kuntz, William O.	Ch.E.	1934	<i>Hazleton, Pa.</i>
LaBelle, John William	Ch.E.	1932	<i>Lynn</i>
LaBelle, Joseph L.	E.E.	1934	<i>Milton</i>
Lacava, Philip Joseph	C.E.	1934	<i>Hartford, Conn.</i>
Lamb, William Herbert	E.E.	1932	<i>Greenfield</i>
Lambert, Romaine F.	M.E.	1932	<i>East Randolph, Vt.</i>
Lang, Herbert Chester	M.E.	1934	<i>Greenfield</i>
Langdon, Howard Gilbert	M.E.	1934	<i>Pittsfield</i>
Lantz, Paul L.	M.E.	1934	<i>Worcester</i>
Laquerre, Hervey O.	M.E.	1934	<i>Worcester</i>
Latamore, Berton F.	E.E.	1932	<i>East Hartford, Conn.</i>
Lawrence, Gilbert Gardner	I.E.	1934	<i>Concord</i>
Lawson, Carl Warren	Ch.E.	1932	<i>North Easton</i>
Lawson, Earl Ronald	E.E.	1934	<i>Worcester</i>
LeBaron, Francis P.	C.E.	1932	<i>Framingham</i>
Ledgard, Francis H.	C.E.	1932	<i>Maynard</i>
Lee, Richard David	E.E.	1932	<i>Salem</i>
Lehikoinen, Reino	E.E.	1931	<i>Fitchburg</i>
Lenchan, Joseph W.	C.E.	1934	<i>Medford</i>
Leonti, Patrick Joseph	C.E.	1934	<i>Boston</i>
Leshansky, Samuel	Ch.E.	1934	<i>Boston</i>

NAME	DEPT.	YEAR	HOME ADDRESS
Leutsch, Frederick Edwin	M.E.	1934	West Holyoke
Levan, Herman C.	E.E.	1932	Watonsontown, Pa.
Levitsky, Edward I.	I.E.	1934	Swampscott
Libby, Donald F.	C.E.	1931	Everett
Liberty, Harold F.	C.E.	1932	Brockton
Liebfried, Lawrence Lesseley	M.E.	1934	Wintthrop
Liehr, Herman Walter	Ch.E.	1932	Somerville
Lilly, Albert	Ch.E.	1934	Easthampton
Lind, Francis T.	M.E.	1934	Everett
Lindgren, Leslie N.	M.E.	1931	West Bridgewater
Lindsay, Orville D.	C.E.	1931	Lakeport, N. H.
Lindsay, Vernon Haynes	E.E.	1931	Bangor, Me.
Lipman, Louis	I.E.	1932	Lynn
Litchfield, Raymond Kay	Ch.E.	1932	Whitman
Locke, Irving Howard	I.E.	1934	South Weymouth
Lockerbie, Alfred Aiken	C.E.	1931	Marblehead
Locklin, Freeman V.	M.E.	1931	Dorchester
Lockwood, Graydon Frederick	C.E.	1932	Wettersfield, Conn.
Loehr, Alfred H., Jr.	E.E.	1931	Roslindale
Lofgren, Carl Eric	C.E.	1934	Saugus
Loftus, Harry P.	C.E.	1934	Marlboro
Lombard, Alfred J.	Ch.E.	1932	Lawrence
Long, Arthur A.	I.E.	1934	Watertown
Lonnberg, Alfred E.	E.E.	1932	Malden
Loomis, Albert L.	Ch.E.	1931	Rangeley, Me.
Lora, Luis Alfonso	E.E.	1932	Calí, Colombia So. America
Lord, Kenneth T.	C.E.	1931	Southwest Harbor, Me.
Loring, Ira R.	C.E.	1932	Norwood
Louth, George Daniel	Ch.E.	1932	Oswego, N. Y.
Lowe, John H.	C.E.	1931	East Lynn
Lowe, Malcolm G.	I.E.	1932	Bath, N. H.
Luciano, Alfred N.	I.E.	1931	Revere
Lundell, Matti Jacob	E.E.	1931	South Paris, Me.
Lundgren, William Whitney	C.E.	1932	Beverly
Lymberg, John W.	C.E.	1931	Gardner
Lynch, Daniel Francis	E.E.	1932	Boston
Lynch, Donald James	C.E.	1932	New Britain, Conn.
Lynch, Thomas J.	Ch.E.	1932	Jamaica Plain
Lynn, John Smart	I.E.	1931	Saugus
Lyon, Stern A.	E.E.	1931	Naples, N. Y.
Lyons, Paul C.	I.E.	1934	Union City, Pa.
Lyons, Robert Fergus	M.E.	1932	Marlboro
MacAdam, John F. R.	M.E.	1934	Milton
Macaione, Joseph J.	C.E.	1934	Lynn
MacBrien, Donald E.	Ch.E.	1934	Haverhill
Maccario, Charles V.	C.E.	1931	Malden
MacDonald, Gilbert G.	I.E.	1932	Assinippi
MacDonald, Warren Alexander	M.E.	1931	Dorchester
Mack, Milton	C.E.	1934	Portland, Me.
MacKenzie, Donald H.	Ch.E.	1931	Quincy
MacKenzie, Elmer D.	M.E.	1932	Chelsea
MacLean, Robert Campbell	E.E.	1934	Quincy
MacLeod, Donald H.	M.E.	1934	Marlboro
MacMillan, Donald Stewart	M.E.	1934	Dedham
MacMillan, Robert Armstrong	M.E.	1934	Medford
MacNeill, Gordon E.	E.E.	1932	Middleboro
Maden, Harold S.	M.E.	1932	Lynn

NAME	DEPT.	YEAR	HOME ADDRESS
Mader, Andrew, Jr.	E.E.	1934	Merrimacport
Madsen, Robert Emanuel	M.E.	1931	West Concord
Mael, Marcus Harold	E.E.	1932	Millis
Magee, Frederick Morgan	M.E.	1934	Somerville
Magnani, Frank John	Ch.E.	1934	Ashland
Magnuson, Carl A.	C.E.	1931	Arlington
Magnuson, Francis William	M.E.	1931	Worcester
Maher, Richard A.	E.E.	1934	Arlington
Maier, Robert Wood	E.E.	1931	Roslindale
Malinosky, Kenneth George	M.E.	1932	Bellingham
Malmberg, Philip Otto	M.E.	1931	Worcester
Maloof, Samuel Gabriel	E.E.	1934	Lawrence
Mandel, Saul	I.E.	1934	Hartford, Conn.
Maniscalco, Michael	E.E.	1934	Newark, N. J.
Marconi, Elick Peter	M.E.	1931	Everett
Marcotte, Ernest Francis	E.E.	1932	Taunton
Marcotti, John Carl	Ch.E.	1934	Somerville
Markham, Martin James	C.E.	1931	Stoneham
Marshall, Richard E.	Ch.E.	1931	Brighton
Marston, Charles D.	M.E.	1932	Dorchester
Marston, Warren E.	C.E.	1934	Dorchester
Martelli, Amando P.	C.E.	1932	Beverly
Martin, George Edgerton, Jr.	C.E.	1934	Worcester
Martin, Harold G.	C.E.	1932	Needham
Martin, Reuben Harry	E.E.	1934	Worcester
Martinson, John	I.E.	1934	Concord
Mason, William Franklin	Ch.E.	1934	Saugus
Massa, Angelo	C.E.	1934	Beverly
Mastovic, Joseph	E.E.	1934	Brockton
Mather, Francis J.	E.E.	1934	Brockton
Matukas, John J.	M.E.	1932	Readville
Mayo, James McChristal	Ch.E.	1934	Revere
Mayo, Philip G.	C.E.	1931	Portland, Me.
McArdle, Francis X.	E.E.	1931	Charlestown
McArdle, Michael Edward	C.E.	1934	Great Barrington
McCusker, Raymond G.	E.E.	1932	Lowell
McDonough, James M.	C.E.	1934	Portland, Me.
McFarlin, Vernon S.	E.E.	1931	East Taunton
McGirr, John S.	M.E.	1932	North Quincy
McGregor, Charles Douglas	E.E.	1934	Boston
McKenzie, Daniel Joseph	E.E.	1934	Waltham
McLean, George Knox	Ch.E.	1934	Winthrop
McLennan, Clayton M.	C.E.	1932	Rumford, Me.
McMahon, Richard Laurence	E.E.	1934	Taunton
McNamara, Bertram M.	Ch.E.	1932	Metbuen
McNellis, John A.	E.E.	1932	Waterbury, Conn.
McQuaid, John F.	I.E.	1932	Everett
McSwain, William D.	M.E.	1931	East Walpole
McWatters, Frederick Stuart	Ch.E.	1934	East Bridgewater
McWilliam, Edward Erskine	M.E.	1934	New Bedford
McWilliam, John Robertson	Ch.E.	1932	New Bedford
Meakin, John Blanchard	M.E.	1932	Holderness, N. H.
Meakin, Lawrence W.	I.E.	1932	Boston
Mears, Sherman Russell	M.E.	1934	Essex
Medeiros, Joseph L.	E.E.	1932	Fall River
Medland, John Andrews	M.E.	1934	Somerville
Meninna, Joseph Anthony	C.E.	1934	Revere



NAME	DEPT.	YEAR	HOME ADDRESS
Merrikin, Fred	C.E.	1934	<i>Brockton</i>
Meserve, Lester Donald	E.E.	1932	<i>Abington</i>
Messer, Chester R.	E.E.	1932	<i>New London, N. H.</i>
Messina, Anthony Louis	E.E.	1934	<i>New Haven, Conn.</i>
Messina, John	E.E.	1934	<i>Revere</i>
Messinger, Saul	E.E.	1932	<i>Winthrop</i>
Metcalf, John A.	C.E.	1934	<i>Weld, Me.</i>
Miles, Horace Shepard	I.E.	1934	<i>Dorchester</i>
Miller, Richard C.	M.E.	1932	<i>Peacham, Vt.</i>
Millington, Ralph B.	Ch.E.	1934	<i>Pittsfield</i>
Minichiello, Angelo Albert	C.E.	1931	<i>East Boston</i>
Minichiello, Anthony	C.E.	1934	<i>Revere</i>
Minincli, Philip, Jr.	E.E.	1934	<i>Medford</i>
Minutillo, Frank P.	C.E.	1932	<i>Beverly</i>
Misiaszek, Joseph J.	C.E.	1934	<i>Southbridge</i>
Moberger, William C.	C.E.	1934	<i>Everett</i>
Moff, Clarence A.	E.E.	1932	<i>Ayer</i>
Moksu, Walter Herman	M.E.	1932	<i>Cambridge</i>
Moody, C. Simmons	I.E.	1934	<i>North Islesboro, Me.</i>
Moore, Harold James	M.E.	1934	<i>St. Johnsbury, Vt.</i>
Moore, Harrison H.	M.E.	1932	<i>Boston</i>
Moore, Robert Lowell	E.E.	1932	<i>Ellsworth, Me.</i>
Morey, Wyndom Henry	E.E.	1932	<i>Cummington</i>
Morison, Kenneth Boswell	E.E.	1934	<i>East Providence, R. I.</i>
Mork, Carl Lawrence	C.E.	1932	<i>East Longmeadow</i>
Morley, John T.	M.E.	1931	<i>Hyde Park</i>
Morrill, Laban C.	Ch.E.	1934	<i>Stoughton</i>
Morse, Thomas Handly	E.E.	1934	<i>Paxton</i>
Moses, Ferris M.	C.E.	1931	<i>Boston</i>
Moulton, Wiley D.	M.E.	1932	<i>Winthrop</i>
Mount, Robert B.	M.E.	1932	<i>Reading</i>
Mucci, Joseph	E.E.	1932	<i>Malden</i>
Munroe, Paul Carson	I.E.	1931	<i>Newton</i>
Murch, Harold L.	M.E.	1932	<i>Hardwick, Vt.</i>
Murch, Kenneth C.	E.E.	1932	<i>Fitchburg</i>
Murphy, Frederick John	E.E.	1931	<i>Dorchester</i>
Murphy, James Francis	E.E.	1931	<i>Everett</i>
Murphy, Richard D.	C.E.	1931	<i>Lynn</i>
Murphy, Thomas Harold	C.E.	1934	<i>Concord, N. H.</i>
Murray, R. Fletcher	C.E.	1931	<i>Charles River</i>
Myers, Joseph Timothy	E.E.	1934	<i>Terryville, Conn.</i>
Nahil, George A.	Ch.E.	1932	<i>Laurence</i>
Nardini, Leo	C.E.	1932	<i>Paterson, N. J.</i>
Nedder, Edward Thomas	C.E.	1934	<i>Readville</i>
Nelson, Harry B.	M.E.	1934	<i>Fitchburg</i>
Nelson, Ralph Erastus	Ch.E.	1934	<i>Watertown</i>
Nesvisky, Israel	M.E.	1932	<i>Mattapan</i>
Nichols, Levi E.	M.E.	1932	<i>Enosburg Falls, Vt.</i>
Nicholson, Richard George	M.E.	1931	<i>Watertown</i>
Noonan, Paul E.	C.E.	1934	<i>Walsham</i>
Nordlund, Howard Einar	E.E.	1934	<i>Dorchester</i>
Norris, George Edward	E.E.	1934	<i>Gloucester</i>
Norris, Harry G.	C.E.	1931	<i>Middleboro</i>
Northrop, Willard H.	E.E.	1932	<i>West Haven, Conn.</i>
Norton, George Kenneth	C.E.	1931	<i>Granville, N. Y.</i>
Nowell, Winford Sykes	M.E.	1931	<i>Mesbuen</i>
Noyes, Herbert E.	E.E.	1932	<i>Stonington, Me.</i>

NAME	DEPT.	YEAR	HOME ADDRESS
Noyes, Kenneth Harrison	Ch.E.	1934	<i>Atbol</i>
Noyes, Richard Whitney	Ch.E.	1934	<i>Melrose</i>
Nute, Charles H., Jr.	Ch.E.	1931	<i>Swampscott</i>
Nutter, Warren E.	I.E.	1931	<i>Medford</i>
Nyland, Clarence L.	E.E.	1931	<i>Rockport</i>
Nylander, Wilbur Conrad	C.E.	1934	<i>Cambridge</i>
Nystrom, Sven A.	M.E.	1932	<i>Portland, Conn.</i>
Nyyssonen, Einard	M.E.	1934	<i>Roxbury</i>
O'Connor, Daniel J.	E.E.	1932	<i>South Boston</i>
O'Connor, Edwin J.	C.E.	1931	<i>Danvers</i>
O'Connor, Patrick J.	C.E.	1934	<i>Charlestown</i>
O'Donnell, James T.	E.E.	1931	<i>Salem</i>
Olin, Hilding Waldemar	E.E.	1932	<i>West Hartford, Conn.</i>
Olson, George William	M.E.	1934	<i>Woburn</i>
Oman, Arthur H.	C.E.	1934	<i>Brockton</i>
Oosterdiep, Walter Joseph	E.E.	1931	<i>Plymouth</i>
Oranovsky, Alexander	M.E.	1932	<i>Salem</i>
Ortino, John T.	C.E.	1931	<i>Seneca Falls, N. Y.</i>
Ossinger, George Herbert	M.E.	1934	<i>South Boston</i>
Ouellette, Oric Donald	C.E.	1934	<i>Brockton</i>
Packard, Kenneth	E.E.	1932	<i>Fairhaven</i>
Page, Earl Hudson	C.E.	1934	<i>Beverly</i>
Parechianian, Sooren	Ch.E.	1934	<i>Boston</i>
Parker, Arthur L.	Ch.E.	1931	<i>Livermore Falls, Me.</i>
Parker, Oliver E.	M.E.	1934	<i>Fitchburg</i>
Parker, Philip B.	I.E.	1932	<i>Cohasset</i>
Parks, Lester A.	E.E.	1931	<i>Everett</i>
Parmenter, Richard L.	E.E.	1931	<i>Brockton</i>
Parsons, J. Edward	C.E.	1931	<i>Gloucester</i>
Pascqua, Leo R.	Ch.E.	1934	<i>Chester, Conn.</i>
Pashkow, William Bernard	Ch.E.	1934	<i>Monticello, N. Y.</i>
Patten, Robert V.	C.E.	1931	<i>Hyde Park</i>
Pearson, Bernard O.	M.E.	1932	<i>Brockton</i>
Pearsons, Calvin Elmer	M.E.	1932	<i>Burlington</i>
Peirce, James Benton	E.E.	1934	<i>Taunton</i>
Pellicani, Peter J.	E.E.	1931	<i>Rockland, Me.</i>
Peltier, Wilfred T.	M.E.	1932	<i>Wollaston</i>
Periconi, Eugene A.	Ch.E.	1934	<i>Bedford, N. Y.</i>
Perkins, Everett F.	C.E.	1934	<i>Fairlee, Vt.</i>
Perkins, John Lincoln	Ch.E.	1931	<i>Arlington</i>
Pernokas, George Arthur	C.E.	1934	<i>Woburn</i>
Perrone, Dominic	M.E.	1931	<i>Winthrop</i>
Perry, Charles W.	Ch.E.	1934	<i>Atbol</i>
Perry, J. Lawren	M.E.	1934	<i>Atlantic</i>
Perry, Robert W.	C.E.	1931	<i>Cohasset</i>
Petersen, Warren	C.E.	1934	<i>Haverhill</i>
Peterson, John William	M.E.	1934	<i>Stoughton</i>
Peterson, Raymond	M.E.	1934	<i>Milford</i>
Peterson, Robert Grant	I.E.	1934	<i>Stoneham</i>
Peterson, Walter Edmund	Ch.E.	1934	<i>Orange</i>
Peterson, Walter H.	Ch.E.	1934	<i>Burlington</i>
Pethybridge, Charles A.	I.E.	1932	<i>Topsfield</i>
Pfersick, Winfred Charles	E.E.	1934	<i>Greenfield</i>
Phelps, Harold W.	E.E.	1931	<i>Quincy</i>
Phillips, Charles A.	I.E.	1934	<i>New London, Conn.</i>
Phyllides, Philip	M.E.	1934	<i>Haverhill</i>
Piasecik, Stanley J.	Ch.E.	1932	<i>Westfield</i>

NAME	DEPT.	YEAR	HOME ADDRESS
Pickett, John Clinton	E.E.	1932	Roxbury
Pierce, Arthur J.	C.E.	1932	Montague
Pike, Philip H.	Ch.E.	1934	Augusta, Me.
Pike, William W.	C.E.	1932	Danielson, Conn.
Pillsbury, Gerald Theodore	C.E.	1932	Gorham, Me.
Pimental, Fred Franco	E.E.	1934	Quincy
Pinkus, Albert Francis	E.E.	1932	Worcester
Pirie, Robert	I.E.	1934	Nabant
Pittendreigh, Lorin Malcolm	C.E.	1934	New Bedford
Placanica, Herbert John, Jr.	Ch.E.	1934	Gloucester
Planeta, Anthony	C.E.	1934	Higganum, Conn.
Plotkin, Cyril	I.E.	1934	North White Lake, N. Y.
Poole, Carl S.	M.E.	1932	Pemaquid, Me.
Porter, Merton Earl	Ch.E.	1932	Medford
Pothier, Normand Oscar	C.E.	1934	Haverhill
Pothier, Walter Joseph	M.E.	1934	Everett
Powell, Arnold Elmore	E.E.	1932	New Bedford
Powell, Charles Ramsdell	E.E.	1934	Post Mills, Vt.
Pratt, Addison H.	C.E.	1932	Bourneedale
Pratt, Morton S.	M.E.	1934	North Plymouth
Presper, Stewart Henry	C.E.	1932	Wakefield
Pressey, Raymond Charles	C.E.	1934	Salem
Pressey, S. Earl	E.E.	1932	Rumford, Me.
Preston, Elbridge Howard	E.E.	1934	Beverly Farms
Preston, Ernest David	Ch.E.	1934	Lynn
Price, Charles Everett	M.E.	1931	Weymouth
Prince, Robert Stetson	C.E.	1934	Danvers
Prior, Melville E.	E.E.	1931	Melrose
Procopio, Ralph George	E.E.	1932	Montgomery, N. Y.
Provenzano, Francis Anthony	I.E.	1934	Boston
Puglisi, Joseph	C.E.	1932	Hartford, Conn.
Pugsley, Harold Douglas	Ch.E.	1932	Waltham
Pulk, Eugene Storar	Ch.E.	1934	Lynn
Putnam, Allan	E.E.	1931	Reading
Quinnam, C. Jackson	E.E.	1932	Richmond, Me.
Racicot, Henry Alexander	C.E.	1932	Webster
Ramirez, Salvatore, J. L.	M.E.	1934	East Boston
Ramm, William E.	C.E.	1931	Boston
Ramo, Oliver H.	M.E.	1931	North Abington
Randall, Harold C.	E.E.	1932	Everett
Rapoport, Eugene J.	C.E.	1934	Harbin, China
Rauch, Lawrence K.	M.E.	1931	East Weymouth
Raulins, Kenneth Ray	E.E.	1934	New Bedford
Rayment, Lawrence L.	E.E.	1931	Whitman
Reed, David T.	I.E.	1931	Roxbury
Reed, Raymond Almore	E.E.	1934	Wintthrop
Reich, Elling C.	E.E.	1934	Everett
Reily, Thomas Willouby	E.E.	1934	Peabody
Reuell, Heath E.	M.E.	1931	Woburn
Reynolds, Forest Irving	E.E.	1931	Glens Falls, N. Y.
Rice, Maurice A.	I.E.	1934	Concord, N. H.
Richards, John D.	I.E.	1934	Salem
Richardson, Coburn M.	C.E.	1931	Westfield
Richardson, Elford H.	C.E.	1934	Clintonville, Conn.
Richardson, Fred Brown	M.E.	1934	Leominster
Richardson, Henry F.	I.E.	1934	Brookville
Richardson, William Wooley	I.E.	1934	Danielson, Conn.

NAME	DEPT.	YEAR	HOME ADDRESS
Ridgway, Charles Arthur	E.E.	1931	Milton
Risgin, John	M.E.	1934	Concord
Robbins, Richard Hemingway	I.E.	1934	Torrington, Conn.
Roberts, Willard Almon, Jr.	M.E.	1931	Hartford, Conn.
Robie, Francis Burt	C.E.	1934	Bradford
Robinson, Howard Earl	C.E.	1934	Rockport
Rock, Eugene T.	Ch.E.	1932	Malden
Rockwood, Ernest Brown, Jr.	I.E.	1934	West Springfield
Rodd, Albert E.	Ch.E.	1934	Watertown
Rodger, Alexander M.	M.E.	1934	Dorchester
Rohwedder, Eugene F.	C.E.	1931	Burlington
Rosenberg, Frank	E.E.	1934	Waltham
Rosenfield, William A.	E.E.	1934	Mattapan
Ross, Herbert Henry	M.E.	1934	Watertown
Rossman, Nathan	C.E.	1934	Dorchester
Rowe, Robert R.	C.E.	1931	Beverly
Roy, Normano Yvan	Ch.E.	1931	New Bedford
Rudis, Jacob Anthony	M.E.	1934	Worcester
Rushforth, Thomas Edmund	I.E.	1931	Newtonville
Rushlow, William E.	E.E.	1932	Taunton
Russell, Philip Wellington	E.E.	1931	Belmont
Rustik, John Albert	E.E.	1934	Brockton
Ryan, Daniel Patrick	Ch.E.	1934	Medford
Ryan, Edmund B.	Ch.E.	1932	Fitchburg
Rymph, LeRoy M.	C.E.	1932	Wappingers Falls, N. Y.
Salemi, Thomas J.	E.E.	1931	Boston
Salerno, Frank A.	M.E.	1934	Clyde, N. Y.
Saliba, Edward Michael	M.E.	1931	Lawrence
Sampson, Foster E.	M.E.	1934	Manomet
Sander, Morris Harry	Ch.E.	1934	Taunton
Sanders, Raymond Talcott	I.E.	1934	Needham
Sandler, Hyman	Ch.E.	1934	Gloucester
Sanford, James A.	E.E.	1932	Margaretville, N. Y.
Sarajian, Asadoor	E.E.	1932	Watertown
Sargent, Edgar Palmer	C.E.	1934	Merrimac
Sargent, Willard C.	E.E.	1932	Wolfeboro Falls, N. H.
Sarkisian, Harry	C.E.	1934	Worcester
Saunders, Richard S.	M.E.	1934	Swampscott
Saunders, Samuel Elton	E.E.	1932	Woodfords, Me.
Savinelli, Salvatore Arthur	M.E.	1931	Lawrence
Scher, Charles V.	C.E.	1931	Beverly
Schilling, Arthur Gustave	E.E.	1934	Medford
Schlimper, Herbert Louis	M.E.	1932	Rosindale
Scholnick, Isadore A.	I.E.	1932	Peabody
Schow, Arent Bruce	C.E.	1934	Stratford, Conn.
Schultz, Reinhard Edward	C.E.	1932	Terryville, Conn.
Schwartz, Samuel David	Ch.E.	1932	Quincy
Scobie, James Porter	M.E.	1934	Andover
Scott, Curtis R.	M.E.	1932	West Newton
Scott, Frank K.	E.E.	1932	Cambridge
Scott, Harry A.	M.E.	1931	Wollaston
Scott, Thomas Ferdinand	E.E.	1934	East Weymouth
Seagrave, Harold A.	C.E.	1932	New London, Conn.
Seary, Eugene G.	Ch.E.	1934	Dorchester
Selfridge, Lawrence N.	I.E.	1932	Arlington
Sennott, Robert J.	M.E.	1932	South Boston
Shanis, Arnold D.	E.E.	1932	Boston

NAME	DEPT.	YEAR	HOME ADDRESS
Shapiro, Goodall	E.E.	1934	<i>Saco, Me.</i>
Shapiro, Yale	C.E.	1934	<i>Dorchester</i>
Shaw, Arthur Charles	Ch.E.	1932	<i>Brockton</i>
Shaw, Cecil Fremont	M.E.	1932	<i>Taunton</i>
Shea, Francis Lawrence	Ch.E.	1932	<i>Lynn</i>
Sheehan, Charles Edward	M.E.	1932	<i>West Stoughton</i>
Sheff, Samuel	Ch.E.	1932	<i>Roxbury</i>
Shenk, Duncan Pinney	Ch.E.	1931	<i>Medford</i>
Shepardson, Marshall Otis	E.E.	1934	<i>Mansfield</i>
Sherman, Herbert Alden, Jr.	M.E.	1931	<i>Wakefield</i>
Sherys, Alexander Francis	Ch.E.	1932	<i>Lynn</i>
Shipp, William H.	E.E.	1934	<i>Lexington</i>
Shortle, Walter Charles	Ch.E.	1931	<i>Laconia, N. H.</i>
Sias, Ernest R.	I.E.	1932	<i>Reading</i>
Siedel, Dick Winslow	E.E.	1932	<i>Lindenhurst, L. I., N. Y.</i>
Siekierka, Frank	M.E.	1931	<i>Taunton</i>
Simmonson, Werner Oscar	E.E.	1934	<i>Brockton</i>
Simpson, Charles Edward	E.E.	1931	<i>Peabody</i>
Skeirik, Roy M.	E.E.	1932	<i>Lawrence</i>
Small, James Gorman	E.E.	1934	<i>Swansey Center, N. H.</i>
Smetonis, Alphonse Bartholemew	C.E.	1932	<i>Brockton</i>
Smith, Clement E.	Ch.E.	1934	<i>Grafton, N. H.</i>
Smith, Edwin Peers	C.E.	1932	<i>Taunton</i>
Smith, Ernest A.	C.E.	1934	<i>North Easton</i>
Smith, Everett	Ch.E.	1934	<i>Atlantic</i>
Smith, Kenneth B.	M.E.	1931	<i>Union Valley, N. Y.</i>
Smith, Merton Charles	C.E.	1931	<i>Amherst</i>
Smith, Norman P.	Ch.E.	1932	<i>Milton</i>
Smith, Walter R.	Ch.E.	1932	<i>Winthrop</i>
Smith, Walter Worcester	E.E.	1932	<i>Pepperell</i>
Snow, Elmer Alanson	Ch.E.	1932	<i>Petersham</i>
Soderberg, Arthur L.	Ch.E.	1932	<i>Rosindale</i>
Sole, Clarence W.	E.E.	1932	<i>Barre, Vt.</i>
Somerville, Harold Mervin	M.E.	1931	<i>Lawrence</i>
Sommers, Richard A.	E.E.	1934	<i>Boston</i>
Soule, Lawrence M.	E.E.	1932	<i>West Bridgewater</i>
Soutter, James Campbell, Jr.	Ch.E.	1934	<i>Swampscott</i>
Spafford, Roger B.	E.E.	1931	<i>Littleton, N. H.</i>
Spear, Melville Clarke	C.E.	1934	<i>Westerly, R. I.</i>
Spencer, Burnett Clark	E.E.	1934	<i>Norton</i>
Spencer, Follin L.	E.E.	1931	<i>Beecher Falls, Vt.</i>
Spencer, Paul Francis	Ch.E.	1934	<i>Scituate Center</i>
Spinelli, John T.	C.E.	1934	<i>Boston</i>
Spizer, Philip	C.E.	1931	<i>Arlington</i>
Standing, Sidney Albert	E.E.	1932	<i>Wollaston</i>
Stanford, Gilbert Wilson	E.E.	1934	<i>Reading</i>
Staples, Edmund B.	E.E.	1932	<i>Winthrop</i>
Starck, Cecil L.	E.E.	1932	<i>West Acton</i>
Steinbrenner, George Richard	E.E.	1931	<i>Niagara Falls, N. Y.</i>
Stemmler, Paul Albert	E.E.	1931	<i>Portland, Conn.</i>
Stenzel, Erwin Frederick	E.E.	1934	<i>Batavia, N. Y.</i>
Stephenson, William H.	Ch.E.	1932	<i>New Bedford</i>
Sterry, John Marvin	M.E.	1932	<i>North Woodbury, Conn.</i>
Stetson, Linwood L.	M.E.	1931	<i>McIndoe Falls, Vt.</i>
Stetson, Robert E.	Ch.E.	1931	<i>Boston</i>
Stevens, Clayton A.	I.E.	1932	<i>Milford</i>
Stevens, Donald B.	Ch.E.	1934	<i>Newburyport</i>



NAME	DEPT.	YEAR	HOME ADDRESS
Stewart, William John, Jr.	E.E.	1934	Newton Lower Falls
Stieg, Henry Robert	E.E.	1932	Hartford, Conn.
Stillings, Henry Charles	C.E.	1932	Bridgeport, Conn.
Stinchfield, William Belden	Ch.E.	1932	Whitman
Stirni, A. Richard	Ch.E.	1934	South Boston
Stockton, John H.	E.E.	1932	Killingly, Conn.
Stone, Leroy Perham	E.E.	1932	Keene, N. H.
Stout, David L.	C.E.	1931	Lawrenceville, N. J.
Straw, Max H.	C.E.	1931	Melrose
Stuart, Harold W.	C.E.	1932	Calais, Me.
Sudak, Constantine	E.E.	1934	Graniteville
Sugarman, Hyman	Ch.E.	1932	Boston
Suk, Joseph J.	E.E.	1934	Atlantic
Sullivan, Eugene William	C.E.	1932	Brockton
Sussenberger, George J.	E.E.	1934	Somerville
Svedman, Arden E.	E.E.	1934	Lakewood, N. J.
Swain, Raymond Harold	E.E.	1932	Wilmington
Swanson, Arnold Clifton	E.E.	1932	East Bridgewater
Swanson, Lawrence Oscar	M.E.	1934	Brockton
Swinerton, Raymond P.	M.E.	1931	Danvers
Swiniarski, Joseph H.	Ch.E.	1934	Salem
Sylvester, Merton E.	C.E.	1931	Westfield, Me.
Sylvester, Sawyer, Frederick	Ch.E.	1932	South Weymouth
Sypher, Carleton Roy	C.E.	1934	Everett
Tangen, George Henry	C.E.	1934	Randolph
Tangerini, Caesar	M.E.	1931	Norwood
Tarnopol, Milton S.	Ch.E.	1932	Roxbury
Taylor, Ainslee Lawson	E.E.	1932	Winthrop
Taylor, Myron H.	M.E.	1932	Springfield
Taylor, William Holbrook, Jr.	M.E.	1934	Dedham
Tedesco, Anthony	C.E.	1934	East Boston
Tedford, Robert Capers	Ch.E.	1934	Newburyport
Temperley, Albert Joseph	C.E.	1934	Newton Center
Tewksbury, Arthur Sprague	M.E.	1932	Winthrop
Thatcher, Harold F.	E.E.	1932	Somers, Conn.
Thayer, Frank	E.E.	1934	Ashfield
Thomas, Donald James	C.E.	1932	Saratoga Springs, N. Y.
Thomas, Harold R.	I.E.	1932	Beverly
Thompson, Albert C.	E.E.	1932	Dedham
Thompson, George C.	Ch.E.	1931	Dighton
Thompson, Theron B.	C.E.	1931	Stoneham.
Thurber, Edward M., Jr.	E.E.	1931	Port Hope, Ontario
Tiffany, Herbert	Ch.E.	1931	New Bedford
Timper, Norman Frank	C.E.	1932	Watertown
Tirri, Vaino A.	C.E.	1934	Quincy
Tizzard, William J.	C.E.	1931	Lynn
Tobin, Francis T.	Ch.E.	1931	Dorchester
Todd, Merton Root	E.E.	1934	Northampton
Tolos, Peter Milo	E.E.	1934	Clinton
Toucey, Richard M.	I.E.	1934	Stratford, Conn.
Towers, Freeman W.	C.E.	1931	East Lynn
Towle, Harold Pride	M.E.	1931	St. Johnsbury, Vt.
Townsend, Charles Delmar	M.E.	1934	Campello
Townsend, Paul H.	E.E.	1931	Barre, Vt.
Tracy, Harry Mercer	E.E.	1934	West Somerville
Trafton, James Emery	M.E.	1934	Rockland, Me.
Trask, Erwin Shaw	Ch.E.	1932	Plymouth

NAME	DEPT.	YEAR	HOME ADDRESS
Turner, Henry A.	E.E.	1932	Melrose
Turner, James William	Ch.E.	1932	West Newton
Twigg, Richard Wetherell	M.E.	1934	Hingham
Urban, Alexander Paul	C.E.	1932	Boston
Uzdavinis, Joseph Paul	M.E.	1932	Haverhill
Vackert, Carlton H.	M.E.	1932	Dorchester
Valentine, Myron E.	C.E.	1932	West Medford
Vance, Robert Ramsay	M.E.	1932	Taunton
VanDerzee, John William	C.E.	1931	Stoneham
VanDesuen, Edgar J.	E.E.	1931	Albany, N. Y.
Van Dusen, Edward Bayard	I.E.	1934	Gorham, Me.
Vant, Leslie M.	E.E.	1932	Barre, Vt.
Vasilakakis, Andrew	E.E.	1931	Haverhill
Vena, Richard	I.E.	1931	Dorchester
Verbeck, Peter	I.E.	1932	Paterson, N. J.
Verner, Robert H.	C.E.	1931	Millers Falls
Vigilia, Pacifico C.	C.E.	1934	Boston
Vincent, Richard P.	Ch.E.	1934	Lawrence
Vogel, William L.	E.E.	1934	Roslindale
Vultaggio, Mario	Ch.E.	1934	Boston
Wakelin, J. Russell	I.E.	1934	Dover
Walden, Carl W.	Ch.E.	1934	Dover
Walker, Elmer John	Ch.E.	1932	Needham Heights
Walker, John Karl	E.E.	1932	Everett
Walker, Winslow J.	C.E.	1932	Marlboro
Wallace, Clarence Ward, Jr.	Ch.E.	1934	Everett
Wallin, Edward John	M.E.	1931	Everett
Walsh, Harold R.	E.E.	1932	Greenfield
Walworth, Clarence B., Jr.	E.E.	1932	Bridgeport, Conn.
Ward, Kenneth Adams	C.E.	1934	Orange
Watson, Edwin J.	Ch.E.	1934	Roslindale
Wattie, William George, Jr.	I.E.	1934	Somerville
Webber, Putnam Chandler	M.E.	1932	Newport, R. I.
Webber, Stanley Reubin	I.E.	1934	Montague
Webster, Sidney Haskins	M.E.	1931	Newtonville
Wegelius, Arvo I.	E.E.	1931	Quincy
Weiner, Julius William	C.E.	1934	Malden
Weisul, John Thomas	C.E.	1934	Norwood
Wentworth, Vernon	E.E.	1934	Orange
Werry, John A.	M.E.	1934	Westtown, N. Y.
Weston, Francis Beecher	E.E.	1931	Hartford, Conn.
Wheeler, Edward F.	Ch.E.	1934	Bristol, Conn.
Wheeler, John N.	E.E.	1931	Hawthorne, N. Y.
Whelpley, George A.	E.E.	1934	Brownville Junction, Me.
Whitaker, Albert P.	C.E.	1932	Danielson, Conn.
Whitcomb, Henry Blaisdell	M.E.	1934	Merrimacport
White, Frank H.	E.E.	1934	Waltham
White, Philip D.	C.E.	1931	Belmont
Whitney, Lewis Henry	M.E.	1931	South Acton
Whittam, Lincoln Ward	M.E.	1934	Wollaston
Whittemore, Herbert Everett	C.E.	1934	Attleboro
Whittet, Rowland McGregor	I.E.	1934	Wakefield
Wicko, Stanley Joseph	Ch.E.	1934	Haverhill
Wiinikka, Arthur Oswald	E.E.	1931	Fitchburg
Wilcox, Edward Frederick	C.E.	1932	Torrington, Conn.
Wilcox, Walter MacLeod	M.E.	1934	Marlboro
Wilkins, Arthur Carleton	M.E.	1932	Saugus

NAME	DEPT.	YEAR	HOME ADDRESS
Wilkinson, Charles William	E.E.	1934	Wakefield
Wilkinson, Raymond Ashley	Ch.E.	1932	Peabody
Williams, Arthur Edwin	M.E.	1931	Natick
Williams, Carlton H. P.	E.E.	1932	Somerville
Williams, Herman B.	M.E.	1931	Dudley
Williams, John Alexander	Ch.E.	1934	Newton
Williams, Roger Franklin	I.E.	1934	Lexington
Williamson, Carleton R.	E.E.	1932	Newton
Willis, George F.	M.E.	1932	Putnam, Conn.
Wilson, Robert Palmer	E.E.	1934	Houlton, Me.
Winfield, Wendell Smith	E.E.	1934	Haverhill
Wingersky, Samuel Huse	Ch.E.	1934	Winthrop
Winquist, Sven W.	I.E.	1932	West Roxbury
Wolf, Arnold M.	M.E.	1934	Brooklyn, N. Y.
Wolfrum, Walter Frank	C.E.	1934	Jamaica Plain
Wolfson, Leonard	E.E.	1934	Arlington
Woodbury, Richard K.	M.E.	1934	Salem
Woods, Kenneth P.	M.E.	1931	New London, Conn.
Worster, David B.	E.E.	1934	Ripley, N. Y.
Wortman, Melvin Austin	E.E.	1932	Havelock, Kings' County, N. B., Canada
Wright, Alfred K.	E.E.	1931	Springfield, Vt.
Wright, Norman Harris	E.E.	1932	Waltham
Wyman, Arthur W.	E.E.	1931	Westboro
Yaffe, Louis Carl	Ch.E.	1934	Roxbury
Yavarow, Joseph Meroslaw	E.E.	1934	Everett
Yeames, Hawtrey J.	Ch.E.	1932	Boston
York, Lester Everett	Ch.E.	1931	Everett
Young, Frederick M.	E.E.	1931	Seymour, Conn.
Young, John S.	I.E.	1932	Buffalo, N. Y.
Yuill, Calvin H.	E.E.	1931	Brockton
Zaborowski, Ralph F.	Ch.E.	1934	Salem
Zeitlen, Samuel	C.E.	1931	Medford Hillside

*Northeastern University*  
*Day Divison*  
*School of Engineering*

*Residence of Students by States and Countries*  
 1930-1931

*United States*

Massachusetts.....	1,324
Connecticut.....	112
New York.....	76
Maine.....	67
New Hampshire.....	40
Vermont.....	36
Rhode Island.....	16
New Jersey.....	14
Pennsylvania.....	12
District of Columbia.....	2
North Carolina.....	1
West Virginia.....	1

*Foreign Countries*

Canada.....	3
Greece.....	3
Colombia, South America.....	2
Canal Zone.....	2
Turkey.....	2
China.....	1
Poland.....	1
Uruguay.....	1
Bengal, India.....	1
Lithuania.....	1
Estonia.....	1
Total.....	1,719

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OFFICE HOURS  
DEPARTMENT OF ADMISSIONS  
12.00 A.M. to 4.00 P.M. daily  
Saturday 12.00 N'N  
Wednesday evenings by  
appointment

Paste a Small  
Photo or  
Snapshot  
in this Space

Northeastern University  
School of Engineering

APPLICATION FOR ADMISSION

(A non-returnable fee of five dollars must accompany this application. Make checks, money orders, or drafts payable to Northeastern University)

Boston, Mass.....19

To Director of Admissions:

I (Name in full) .....  
hereby respectfully apply for admission to the Civil ☐; Mechanical ☐;  
Electrical ☐; Chemical ☐; Industrial ☐; Engineering Curriculum  
of the School of Engineering for the school period beginning.....  
.....19.....

NOTE: The applicant should fill out the following form (both sides) with care.

Residence .....Street  
Town or City.....  
State .....Tel.....  
Date of Birth .....Age.....  
Place of Birth .....  
Race.....Religion.....Nationality .....  
Graduate of.....High School, Year .....  
Location of High School.....  
Other High Schools you have attended.....  
.....  
If not a graduate, state the years of attendance and why you left.....  
.....  
Name of Principal.....  
Father's, Mother's, or Guardian's Name.....  
.....  
Address.....  
Father's work, business or profession.....  
Names and addresses of two other persons, not clergymen, to whom we  
may direct inquiries concerning you.  
.....  
.....

Weight .....Height .....

Have you any physical infirmities? Explain, if any.....

Defects of speech.....

Defects of hearing.....

Defects of sight.....

Bodily infirmities.....

Is your general health good, fair, or poor?.....

Have you done Collegiate work elsewhere?.....

If so, name and address of college or university.....

Name of person who will furnish transcript of your college record.....

Do you expect advance credit for past collegiate work?.....

List all athletics and other extra curricula High School Activities you have engaged in .....

Names and addresses of all past employers with brief description of each job, length of employment, and wages received: .....



Date.....

Milton J. Schlagenhauf, Director of Admissions,  
Northeastern University,  
316 Huntington Avenue,  
Boston, Mass.

Dear Sir:

Please send me additional information on the following points:

.....

.....

.....

.....

.....

.....

.....

.....

Name .....

Street and Number .....

Town or City .....

State .....



# NORTHEASTERN UNIVERSITY

## DAY SCHOOLS

### SCHOOL OF ENGINEERING

Five-year courses in Civil, Mechanical, Electrical, Chemical, and Industrial Engineering, leading to the degrees of Bachelor of Science in Civil, Mechanical, Electrical, Chemical, and Industrial Engineering. Conducted in co-operation with engineering firms. Students earn while they learn. Work conducted at Boston.

### SCHOOL OF BUSINESS ADMINISTRATION

Five-year courses in Business Administration leading to the degree of Bachelor of Science in Business Administration. Students may specialize in Accounting, Banking and Finance, or Business Management. Conducted on the Co-operative Plan. Students earn while they learn. Work conducted at Boston.

## EVENING SCHOOLS

### SCHOOL OF LAW

*(Co-educational)*

Four-year course leading to the degree of Bachelor of Laws. Preparation for bar examinations and practice. High scholastic standards. Case method of instruction. The graduates of the School have been outstandingly successful in the bar examinations and the practice of law and in many fields of business. Work conducted at Boston, and in Divisions at Worcester and Springfield.

### SCHOOL OF COMMERCE AND FINANCE

*(Co-educational)*

Six-year courses in Professional Accounting, Business Administration and Applied Science, leading to the degree of Bachelor of Business Administration and Bachelor of Commercial Science. Graduate program for college men leading to the degree of Master of Business Administration. Special two and four-year courses for those desiring intensive specialization. Work conducted at Boston, and in the Divisions at Worcester, Springfield and Providence.

---

## LINCOLN INSTITUTE

*(Co-educational)*

Four-year courses leading to a diploma in the fields of Civil, Electrical, Mechanical, and Structural Engineering. College standards are maintained in all courses. Credit given toward B. B. A. Degree in Northeastern University Evening School of Commerce and Finance. In addition to the regular curricula many individual subjects of a technical nature are offered, so that students may register for individual courses or for a full program.

### LINCOLN PREPARATORY SCHOOL

*(Co-educational)*

Formerly known as Northeastern Preparatory School. Courses in usual high school subjects leading to a diploma. Students may begin attendance in September, January, or May. College entrance requirements can be met in from three to five years. The School has college entrance certificating privilege. Faculty composed of men from the leading preparatory and high schools. All courses of regular high school grade. Many graduates in leading New England Colleges.

For further information regarding any of the above schools address:

NORTHEASTERN UNIVERSITY

316 Huntington Avenue, Boston, Massachusetts



# Northeastern University

DAY DIVISION

## SCHOOL OF BUSINESS ADMINISTRATION

1931-1932



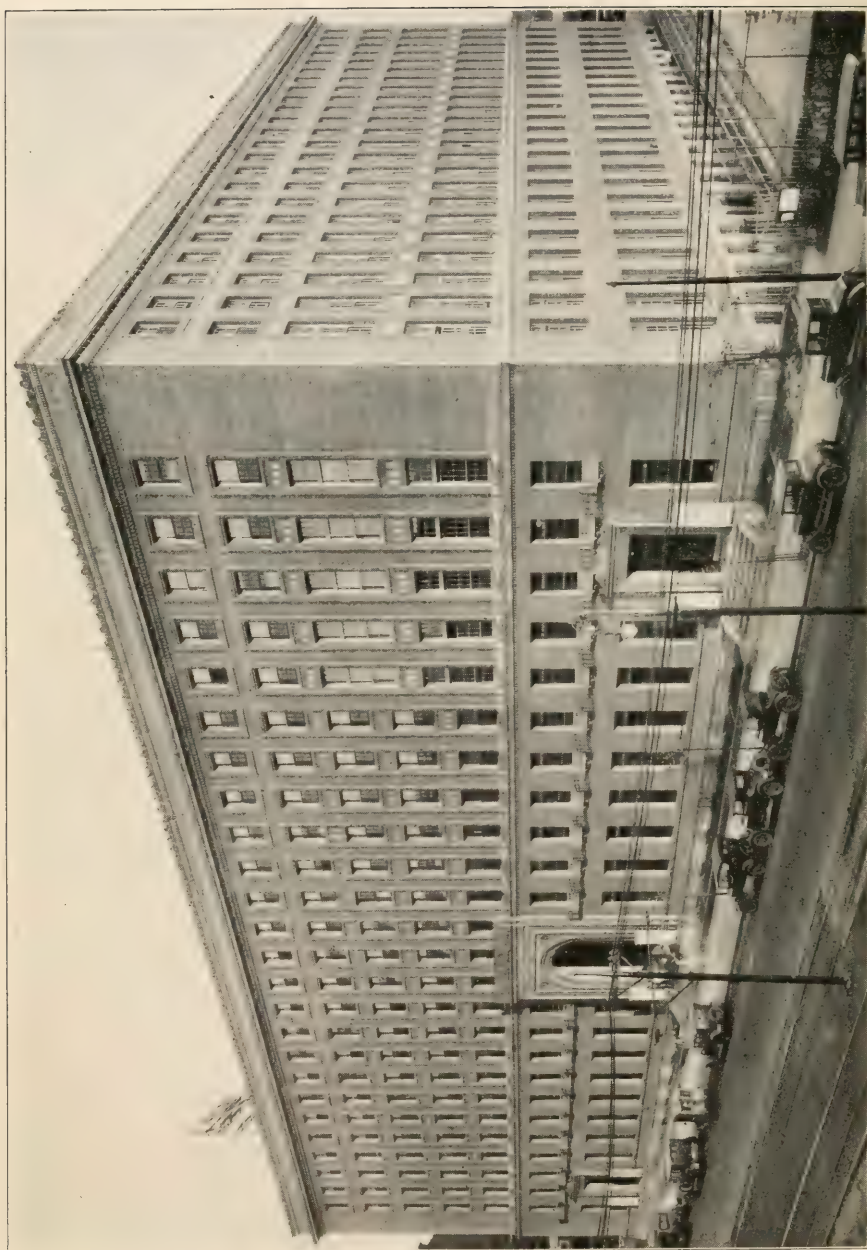
Northeastern University  
Boston Young Men's Christian Association  
Boston, Massachusetts





Bequests and gifts to Northeastern University which will make possible the new University plant, will be welcomed. Funds given to the University should be left in the following manner:

"I give and bequeath to Northeastern University of the Boston Young Men's Christian Association, an educational institution incorporated under the laws of Massachusetts and located in Boston, Massachusetts, the sum of \$                   "



ASSOCIATION BUILDING, NORTHEASTERN UNIVERSITY  
(Main Building)

NORTHEASTERN UNIVERSITY  
DAY DIVISION

SCHOOL OF  
BUSINESS ADMINISTRATION

Co-operative Plan



1931-1932

*"Principles applied in Practice"*

# University Calendar

## For Freshmen

1931-1932

Division A

SEPTEMBER

SMTWTFSS  
... 1 2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 . . . . .

MARCH

SMTWTFSS  
... 1 2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 31 . . . .

OCTOBER

SMTWTFSS  
... . . . 1 2 3  
4 5 6 7 8 9 10  
11 12 13 14 15 16 17  
18 19 20 21 22 23 24  
25 26 27 28 29 30 31

NOVEMBER

SMTWTFSS  
1 2 3 4 5 6 7  
8 9 10 11 12 13 14  
15 16 17 18 19 20 21  
22 23 24 25 26 27 28  
29 30 . . . . .

DECEMBER

SMTWTFSS  
... 1 2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 31 . . . .

JANUARY 1932

SMTWTFSS  
... . . . 1 2  
3 4 5 6 7 8 9  
10 11 12 13 14 15 16  
17 18 19 20 21 22 23  
24 25 26 27 28 29 30  
31 . . . . .

FEBRUARY

SMTWTFSS  
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7 8 9 10 11 12 13  
14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28 29 . . . . .

MAY

SMTWTFSS  
1 2 3 4 5 6 7  
8 9 10 11 12 13 14  
15 16 17 18 19 20 21  
22 23 24 25 26 27 28  
29 30 31 . . . . .

JUNE

SMTWTFSS  
... . . 1 2 3 4  
5 6 7 8 9 10 11  
12 13 14 15 16 17 18  
19 20 21 22 23 24 25  
26 27 28 29 30 . . . .

JULY

SMTWTFSS  
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3 4 5 6 7 8 9  
10 11 12 13 14 15 16  
17 18 19 20 21 22 23  
24 25 26 27 28 29 30  
31 . . . . .

AUGUST

SMTWTFSS  
.. 1 2 3 4 5 6  
7 8 9 10 11 12 13  
14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28 29 30 31 . . . .

Division B

SEPTEMBER

SMTWTFSS  
... 1 2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 . . . . .

MARCH

SMTWTFSS  
... 1 2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 31 . . . .

OCTOBER

SMTWTFSS  
... . . 1 2 3  
4 5 6 7 8 9 10  
11 12 13 14 15 16 17  
18 19 20 21 22 23 24  
25 26 27 28 29 30 31

NOVEMBER

SMTWTFSS  
1 2 3 4 5 6 7  
8 9 10 11 12 13 14  
15 16 17 18 19 20 21  
22 23 24 25 26 27 28  
29 30 . . . . .

DECEMBER

SMTWTFSS  
... 1 2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 31 . . . .

JANUARY 1932

SMTWTFSS  
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10 11 12 13 14 15 16  
17 18 19 20 21 22 23  
24 25 26 27 28 29 30  
31 . . . . .

FEBRUARY

SMTWTFSS  
.. 1 2 3 4 5 6  
7 8 9 10 11 12 13  
14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28 29 . . . . .

MAY

SMTWTFSS  
1 2 3 4 5 6 7  
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15 16 17 18 19 20 21  
22 23 24 25 26 27 28  
29 30 31 . . . . .

JUNE

SMTWTFSS  
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12 13 14 15 16 17 18  
19 20 21 22 23 24 25  
26 27 28 29 30 . . . .

JULY

SMTWTFSS  
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10 11 12 13 14 15 16  
17 18 19 20 21 22 23  
24 25 26 27 28 29 30  
31 . . . . .

AUGUST

SMTWTFSS  
.. 1 2 3 4 5 6  
7 8 9 10 11 12 13  
14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28 29 30 31 . . . .

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Summer Term Review Courses for both Division A and Division B are offered from August 15 to September 10.



# University Calendar

## For Upper Classmen

1931-1932

### Division A

SEPTEMBER							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	1	2	3	4	5		...	1	2	3	4	5	
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	...	...		27	28	29	30	31	...	
OCTOBER							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	...	...	...	...	1	2	...	...	...	...	1	2	
4	5	6	7	8	9	10	3	4	5	6	7	8	9
11	12	13	14	15	16	17	10	11	12	13	14	15	16
18	19	20	21	22	23	24	17	18	19	20	21	22	23
25	26	27	28	29	30	31	24	25	26	27	28	29	30
NOVEMBER							MAY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	...	...	...	...		29	30	31	...	...	...	
DECEMBER							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	...	...	...	...	1	2	...	...	...	...	1	2	3
6	7	8	9	10	11	12	5	6	7	8	9	10	11
13	14	15	16	17	18	19	12	13	14	15	16	17	18
20	21	22	23	24	25	26	19	20	21	22	23	24	25
27	28	29	30	31	...		26	27	28	29	30	...	
JANUARY 1932							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	...	...	...	...	1	2	...	...	...	...	1	2	
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
31	...	...	...	...	...		31	...	...	...	...	...	
FEBRUARY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	1	2	3	4	5	6	...	...	...	...	1	2	3
7	8	9	10	11	12	13	7	8	9	10	11	12	13
14	15	16	17	18	19	20	14	15	16	17	18	19	20
21	22	23	24	25	26	27	21	22	23	24	25	26	27
28	29	...	...	...	...		28	29	30	31	...	...	

### Division B

SEPTEMBER							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	1	2	3	4	5		...	1	2	3	4	5	
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	...	...		27	28	29	30	31	...	
OCTOBER							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	...	...	...	...	1	2	...	...	...	...	1	2	
4	5	6	7	8	9	10	3	4	5	6	7	8	9
11	12	13	14	15	16	17	10	11	12	13	14	15	16
18	19	20	21	22	23	24	17	18	19	20	21	22	23
25	26	27	28	29	30	31	24	25	26	27	28	29	30
NOVEMBER							MAY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	...	...	...	...		29	30	31	...	...	...	
DECEMBER							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	...	...	...	...	1	2	...	...	...	...	1	2	3
6	7	8	9	10	11	12	5	6	7	8	9	10	11
13	14	15	16	17	18	19	12	13	14	15	16	17	18
20	21	22	23	24	25	26	19	20	21	22	23	24	25
27	28	29	30	31	...		26	27	28	29	30	...	
JANUARY 1932							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	...	...	...	...	1	2	...	...	...	...	1	2	
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
31	...	...	...	...	...		31	...	...	...	...	...	
FEBRUARY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	1	2	3	4	5	6	...	...	...	...	1	2	3
7	8	9	10	11	12	13	7	8	9	10	11	12	13
14	15	16	17	18	19	20	14	15	16	17	18	19	20
21	22	23	24	25	26	27	21	22	23	24	25	26	27
28	29	...	...	...	...		28	29	30	31	...	...	

School Sessions indicated by type — 1, 2, 3.

Holidays, Sundays, and Vacation Periods indicated by type — 1, 2, 3.

Co-operative Work Sessions indicated by type — 1, 2, 3.

Summer Term Review Courses for Division A are offered from June 20 to July 16.

Summer Term Review Courses for Division B are offered from August 15 to September 10.

# Calendar for School Year, 1931-1932

## General Notes

First-year students, both Division A and Division B, attend school for thirty consecutive weeks. Their co-operative work begins after the close of the freshman year.

Upper classmen co-operate on the five week plan, except in summer, when one period for each division is six weeks in length.

Division B is at co-operative work while Division A is at school.

Division A is at co-operative work while Division B is at school.

While engaged at co-operative work students have no holidays except legal holidays and those specifically designated as holidays by the firm with which they are employed.

The symbols AA and BB designate full time students; that is, students who are not on the co-operative plan.

1931

- SEPTEMBER 7. *Monday.* L a b o r D a y. (School exercises omitted.)
- SEPTEMBER 9. *Wednesday.* Entrance examinations.
- SEPTEMBER 10. *Thursday.* Registration and opening of school for Division A Freshmen.  
Students failing to register promptly on September 10 will be charged a late registration fee of five dollars (\$5).
- SEPTEMBER 14. *Monday.* Opening of first semester for Division A and AA Upper classmen. Co-operative work begins for Division B Upper classmen.
- SEPTEMBER 26. *Saturday.* Last day on which subjects of Division A Senior theses may be approved.
- OCTOBER 12. *Monday.* Columbus Day. (School exercises omitted.)
- OCTOBER 19. *Monday.* Second period begins for Division A Freshmen.  
Co-operative work begins for Division A Upper classmen.  
Opening of First Semester for Division B and BB Upper classmen.  
First Full-time term begins for Division AA Upper classmen.
- OCTOBER 31. *Saturday.* Last day on which subjects of Division B Senior theses may be approved.

- NOVEMBER 11. *Wednesday*. Armistice Day. (School exercises omitted.)
- NOVEMBER 23. *Monday*. Third period begins for Division A Freshmen.  
Second period begins for Division A and AA Upper classmen.  
First Full-time term begins for Division BB Upper classmen.
- NOVEMBER 25. *Wednesday*. (School exercises omitted after 1 P.M.)
- NOVEMBER 26. *Thursday*. Thanksgiving Day. (School exercises omitted.)
- DECEMBER 24. *Thursday*. (School exercises omitted after 1 P.M.)
- DECEMBER 25. *Friday*. Observance of Christmas. (School exercises omitted.)
- DECEMBER 26. *Saturday*. (School exercises omitted.)
- DECEMBER 27—JANUARY 2. Vacation for Division A Freshmen.
- DECEMBER 28. *Monday*. Second period begins for Division B and BB Upper classmen.  
Second Full-time term begins for Division AA Upper classmen.
- DECEMBER 29. *Tuesday*. Registration and opening of school for Division B Freshmen.  
Students failing to register promptly on December 29 will be charged a late registration fee of five dollars (\$5).

1932

- JANUARY 1. *Friday*. Observance of New Year's Day. (School exercises omitted.)
- JANUARY 2. *Saturday*. (School exercises omitted.)
- JANUARY 4. *Monday*. Fourth period. Second Semester begins for Division A Freshmen.
- FEBRUARY 1. *Monday*. Third period (Second Semester) begins for Division A and AA Upper classmen.  
Second Full-time term begins for Division BB Upper classmen.  
Fifth period begins for Division A Freshmen.  
Second period begins for Division B Freshmen.

- FEBRUARY 22. *Monday.* Washington's Birthday. (School exercises omitted.)
- MARCH 7. *Monday.* Sixth period begins for Division A Freshmen.  
Third period begins for Division B Freshmen.  
Third period (Second Semester) begins for Division B and BB Upper classmen.  
Third Full-time term begins for Division AA Upper classmen.
- APRIL 9. *Saturday.* School year ends for Division A Freshmen.
- APRIL 11. *Monday.* Fourth period (Second Semester) begins for Division B Freshmen.  
Fourth period begins for Division A and AA Upper classmen.  
Third Full-time term begins for Division BB Upper classmen.
- APRIL 19. *Tuesday.* Patriot's Day. (School exercises omitted.)
- MAY 7. *Saturday.* All work must be completed by Division A Seniors.
- MAY 16. *Monday.* Fifth period begins for Division B Freshmen. Fourth period begins for Division B Upper classmen.
- MAY 30. *Monday.* Memorial Day. (School exercises omitted.)
- JUNE 11. *Saturday.* Field Day. (School exercises omitted.)  
All work must be completed by Division B Seniors.
- JUNE 12-18 Senior Week.
- JUNE 17. *Friday.* Bunker Hill Day. (School exercises omitted.)
- JUNE 19. *Sunday.* Baccalaureate Sermon.
- JUNE 20. *Monday.* Commencement. Sixth period begins for Division B Freshmen.  
Review Courses or vacation begin for Division A Upper classmen.  
Summer six-week period of co-operative work begins for Division B Upper classmen.

- JULY 4. *Monday.* Independence Day. (School exercises omitted.)
- JULY 16. *Saturday.* Review courses end for Division A Upper Classmen.
- JULY 23. *Saturday.* School year ends for Division B Freshmen.
- AUGUST 1. *Monday.* Vacation begins for Division B Upper classmen.  
Summer six-week period of Co-operative work begins for Division A Upper classmen.
- AUGUST 15. *Monday.* Review Courses begin for Division A and Division B Freshmen.  
Review Courses begin for Division B Upper classmen.
- SEPTEMBER 5. *Monday.* Labor Day. (School exercises omitted.)
- SEPTEMBER 8. *Thursday.* Registration and opening of school for Division A Freshmen.  
Students failing to register promptly on September 8 will be charged a late registration fee of five dollars (\$5).
- SEPTEMBER 10. *Saturday.* Review Courses end for Division B Upper classmen and for both Division A and Division B Freshmen.
- SEPTEMBER 12. *Monday.* Opening of School Year 1932-1933.



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GEORGE HOUGHTON WHITTUM, B.B.A. <i>Instructor in Accounting</i>	120 Colby Rd., Atlantic
SAVERIO ZUFFANTI, B.Ch.E. <i>Instructor in Chemical Engineering</i>	12 Center Ave., Dorchester

## *Physical Training Staff*

EDWARD SNOW PARSONS, B.C.E., Ed.M. <i>Director of Health and Physical Education</i>	19 Hardy Ave., Watertown
WILLIAM C. HULTGREN <i>Class Work</i>	18 Ward St., North Woburn
ROBERT E. LAVEAGA, B.P.E. <i>Class Work</i>	62 Queensbury St., Boston
ALFRED MUDGE MCCOY, S.B. <i>Coach of Baseball and Basketball</i>	63 Elgin St., Newton Center
CLARENCE J. MCINTIRE <i>Coach of Cross Country Track</i>	Center St., Burlington
ARTHUR W. PEEL <i>Class Work</i>	50 Apthorpe St., Wollaston
DAVID PRIESTLY <i>Coach of Soccer</i>	4 Cogswell Ave., North Cambridge
H. NELSON RAYMOND, JR., B.B.A. <i>Coach of Hockey</i>	10 Beaufort Rd., Jamaica Plain
GERALD RUSSELL TATTON, B.B.A. <i>Assistant Track Coach</i>	30 Sheridan Ave., Medford
JOSEPH WILLIAM ZELLER, S.B. <i>Coach of Track</i>	1583 Worcester Rd., Framingham

*Student Assistants*

LLOYD ALLEN <i>Assistant in the Activities Department</i>	121 Spring St., Medford
VICTOR JAMES BABEL <i>Assistant in Chemistry</i>	31 Folan Ave., Norwood
JOSEPH JAMES BELSKY <i>Assistant in Chemistry</i>	374 River St., Haverhill
ROBERT F. CHAMBERLAIN <i>Assistant in Physics</i>	125 Peterborough St., Boston
LEONARD C. COBBETT <i>Assistant in Electrical Engineering</i>	13 Reservoir Rd., Lynn
JOHN CURLEY <i>Assistant in the Office of the Dean</i>	24 Ashmont St., Dorchester
ARNOLD R. DAHLSTROM <i>Assistant in Mechanical Drawing</i>	121 Nilsson St., Brockton
JAMES ALEXANDER FALT <i>Assistant in Electrical Engineering</i>	55 Bedford St., Quincy
JOHN GROSZ, JR. <i>Assistant in Physics</i>	108 Gainsboro St., Boston
WILROSE JOHN HANSON <i>Assistant in Mechanical Engineering</i>	35 Water St., Marlboro
RAYMOND WINFIELD JAMES <i>Assistant in Chemistry</i>	247 Kent St., Brookline
LESTER JOSEPH KERSHAW <i>Assistant in Mechanical Drawing</i>	74 Pleasant St., Brookline
CHARLES N. KIMBALL, JR. <i>Assistant in Electrical Engineering</i>	59 Glendale St., Everett
GILBERT G. MACDONALD <i>Assistant to the Secretary of the Student Union</i>	52 Gainsboro St., Boston
JOHN J. MATUKAS <i>Assistant in Mechanical Engineering</i>	Bonham Rd., Readville
LESTER DONALD MESERVE <i>Assistant in Physics</i>	33 Quincy St., Abington
LANGLEY U. MORANG <i>Assistant in the Activities Department</i>	29 Washington Ave., Waltham
JOHN TAYNTON MORLEY <i>Assistant in Mechanical Engineering</i>	139 Beacon St., Hyde Park
WINFORD SYKES NOWELL <i>Assistant in Mechanical Engineering</i>	71 Lowell St., Methuen
FRANCIS LAWRENCE SHEA <i>Assistant in Chemistry</i>	44 Clark St., Lynn
G. EDWARD TAYLOR <i>Assistant in the Office of the Dean</i>	1 Linden St., Norwood
HERBERT TIFFANY <i>Assistant in Physics</i>	151 Davis Ave., Brookline
LESLIE M. VANT <i>Assistant in Electrical Engineering</i>	316 Huntington Ave., Boston
ALFRED KINGSBURY WRIGHT <i>Assistant in Electrical Engineering</i>	153 Naples Rd., Brookline
NORMAN H. WRIGHT <i>Assistant in Electrical Engineering</i>	14 Chestnut St., Waltham

## Faculty Committees

### General

CARL S. ELL, *Chairman*

HAROLD W. MELVIN  
WINTHROP E. NIGHTINGALE

EDWARD S. PARSONS  
JOHN B. PUGSLEY

MILTON J. SCHLAGENHAUF

### Executive Committee

HAROLD W. MELVIN, *Chairman*  
EDWARD S. PARSONS

WINTHROP E. NIGHTINGALE  
JOHN B. PUGSLEY

### Administrative

JOHN B. PUGSLEY, *Chairman*  
WINTHROP E. NIGHTINGALE

EDWARD S. PARSONS  
JOSEPH SPEAR

### Co-operative Work

WINTHROP E. NIGHTINGALE, *Chairman*  
JOHN B. PUGSLEY

GEORGE W. TOWLE  
WILLIAM C. WHITE

### Student Activities

EDWARD S. PARSONS, *Chairman*

BENJAMIN M. ELLISON  
CHARLES W. HAVICE

BRainerd F. C. HUGHES  
H. NELSON RAYMOND, JR.

BENJAMIN F. WHITE

### Athletics

#### A. Faculty Committee

WINTHROP E. NIGHTINGALE, *Chairman*  
HAROLD W. MELVIN

EDWARD S. PARSONS  
JOHN B. PUGSLEY

#### B. General Committee

EDWARD S. PARSONS, *Chairman*  
Captain of each recognized sport  
Manager of each recognized sport  
All Athletic Coaches, *ex-officio*

### Fraternities

EDWARD S. PARSONS, *Chairman*  
HAROLD W. MELVIN

JOSEPH SPEAR

WILLIAM C. WHITE

### Instruction

#### A. Professional

CARL S. ELL, *Chairman*

HENRY B. ALVORD  
ROBERT BRUCE  
JAMES W. INGALLS  
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ARTHUR B. MONTGOMERY  
WILLIAM L. SMITH  
SAMUEL A. S. STRAHAN  
JOSEPH W. ZELLER

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STANLEY G. ESTES  
WILFRED S. LAKE

HAROLD W. MELVIN  
JOSEPH SPEAR  
ELIOT F. TOZER

## *Secretarial Staff of the Day Division*

WINIFRED JANICE BANGS <i>Stenographer</i>	47 Myrtle Terrace, Winchester
DOROTHY BRETT <i>Stenographer</i>	15 Wenham St., Jamaica Plain
BESS VIRGINIA CHAMBERLAIN <i>Stenographer</i>	125 Peterborough St., Boston
MILDRED COY CURTIS <i>Secretary to the Dean</i>	104 School St., Roxbury
NAOMI A. CUTLER <i>Stenographer</i>	8 Plympton St., Cambridge
EDNA JANE GARRABRANT <i>Secretary to the Director of Co-operative Work</i>	16 Maynard St., Arlington
VIRGINIA MYRTIS HAMMOND <i>Stenographer</i>	15 Hudson St., Lynn
MILDRED MITCHELL HOPKINS <i>Stenographer</i>	34 Ten Hills Rd., Somerville
SIGRID IRENE JOHNSON <i>Stenographer</i>	26 Roberts St., Quincy
EVA M. KINNEAR <i>Stenographer</i>	21 Beaumont Ave., Newtonville
LOUISE LOCKE <i>Secretary to the Dean of Students</i>	222 Beale St., Wollaston
HELEN WESTON LYNDON <i>Secretary</i>	125 Pleasant St., Arlington
APPHIA PAULINE MANNING <i>Stenographer</i>	19 Newcastle Rd., Brighton
DOROTHY MILNE MURRAY <i>Secretary to the Director of Student Activities</i>	166 Fair Oak Park, Needham
EUNICE GRETA ELEANORA NELSON <i>Stenographer</i>	88 Brooks Ave., Arlington
JESSIE MARY PAINE <i>Secretary to the Director of School Administration</i>	51 Audubon Rd., Boston
VERNA PETERSON <i>Stenographer</i>	32 Dyer Ave., Milton
CAROLINE FRANCES PETTINGELL <i>Bookkeeper</i>	175 Hancock St., Cambridge
RUTH HARRIETT PHILLIPS <i>Stenographer</i>	180 Hamilton Ave., Lynn
MADLYN EDYTHE RALPH <i>Stenographer</i>	14 Sheldon St., Lynn
NADINE FRANCES STEPHEN <i>Stenographer</i>	146 Trenton St., Melrose
LULU JANE THYNG <i>Secretary to the Director of Admissions</i>	355 Geneva Ave., Dorchester
MARY DIXON TURNER <i>Stenographer</i>	163 Forest St., Melrose



## *University Lectures*

RALPH E. SOCKMAN

PASTOR OF THE MADISON AVENUE M. E. CHURCH, NEW YORK CITY

*"The City Mind"*

NORMAN M. THOMAS

AUTHOR AND LECTURER

*"Is Human Nature Hopeless?"*

FREDERICK B. FISHER

BISHOP OF M. E. CHURCH, CALCUTTA, INDIA

*"Mahatma Gandhi and India"*

BURTON HOLMES

LECTURER

*"La Belle France"*

WILLIAM S. MITCHELL

MINISTER OF WESLEY M. E. CHURCH, WORCESTER, MASSACHUSETTS

*"In the King Row and Crowned"*

DONALD B. MACMILLAN

EXPLORER AND LECTURER

*"Under the Northern Lights"*

MELVIN M. JOHNSON

*Lawyer*

*"Representative Government"*

ROBERT LINCOLN O'BRIEN

*Lecturer*

*"The Russian Experiment"*

FRANKLIN W. JOHNSON

PRESIDENT OF COLBY COLLEGE

*"Education for a Changing World"*

EDWIN MARKHAM

POET

*"Selected Poems"*

## *General Information*

### *Northeastern University—An Historical Statement*

THE incorporation of Northeastern University marked an important epoch in the history of one of the most useful educational institutions in America. The University is the realization of a well-defined ideal carefully worked out and persistently followed for many years.

The churches of America, early in their life and development, realized the necessity for higher education conducted under Christian auspices. As a result, there are scattered all over the United States colleges and universities which were established by the various religious denominations: — notable among these being the Methodist, Baptist, Roman Catholic, and Presbyterian institutions, including in New England among others such colleges and universities as Boston University, Boston College, Brown University and Tufts College.

It was natural, therefore, that when the Young Men's Christian Association was established in 1851 by young men representing the various religious denominations, there should have been undertaken evening educational courses for young men as an aid in their all-round development. It was not, however, until 1896 that the Association laid the foundations upon which Northeastern University has been built. At that time it became evident that adults desired a more thorough and complete educational opportunity than had thus far been available to them. Gradually the courses were increased in number, grouped into separate schools and placed under the charge of full-time executives. Finally, in 1916 the Young Men's Christian Association authorized as an essential step in the evolution of the institution the incorporation of Northeastern University. This incorporation gave to the University its charter, providing for its Board of Trustees and carrying with it by later enactment broad degree-granting powers.

The evening School of Law, established in 1898, was incorporated in 1904 with degree granting power. Founded in 1907, the evening School of Commerce and Finance confers the degrees of Bachelor and Master of Business Administration. The day School of Engineering was opened in 1909 and confers the Bachelor of Science degree. The day School of Business Administration was opened in 1922, and also grants the Bachelor of Science degree. The University opened in 1927 a new evening school known as the Lincoln Institute, which includes the work in engineering fields formerly offered by the Northeastern Evening

Polytechnic School, the latter having its beginnings in 1904. The Lincoln Preparatory School, formerly known as Northeastern Preparatory School, offers preparatory school work in the evening, leading especially to college admission. This School had its beginnings in 1898. The Huntington School for Boys, one of the leading day college preparatory schools in the country, was established in 1909 and is conducted under the auspices of the University.

Divisions of the University, offering evening instruction, have been in operation for a number of years in co-operation with the Young Men's Christian Associations of Worcester, Springfield, and Providence. Each of these divisions has a distinctive organization. Each offers the respective curricula of the evening Schools of Law and Commerce and Finance leading to the appropriate University degrees.

### *INCORPORATION*

In 1916 Northeastern College was incorporated under the following charter:

#### THE COMMONWEALTH OF MASSACHUSETTS

BE IT KNOWN, that whereas Arthur S. Johnson, Lewis A. Crossett, George W. Brainard, Charles W. Perkins, H. Bradlee Fenno, Sabin P. Sanger, William E. Murdock, Frank P. Speare and George W. Mehaffey

have associated themselves with the intention of forming a corporation under the name of the

Northeastern College of the Boston Young Men's  
Christian Association,

for the purpose of furnishing instruction and teaching in all branches of education in connection with the Boston Young Men's Christian Association and to do any and all things connected with or incidental to the purposes of its organization, and have complied with the provisions of the statutes of this Commonwealth in such case made and provided, as appears from the certificate of the Proper Officers of said corporation, duly approved by the Commissioner of Corporations and recorded in this office:

NOW, THEREFORE, I, ALBERT P. LANGTRY, Secretary of the Commonwealth of Massachusetts, DO HEREBY CERTIFY that said

Arthur S. Johnson, Lewis A. Crossett, George W. Brainard,  
Charles W. Perkins, H. Bradlee Fenno, Sabin P. Sanger,  
William E. Murdock, Frank P. Speare and George W.  
Mehaffey,

their associates and successors, are legally organized and established as, and are hereby made, an existing corporation, under the name of the

Northeastern College of the Boston Young Men's  
Christian Association

with the powers, rights and privileges, and subject to the limitations, duties, and restrictions, which by law appertain thereto.

WITNESS my official signature hereunto subscribed, and the Great Seal of The Commonwealth of Massachusetts hereunto affixed, this thirtieth day of March in the year of our Lord one thousand nine hundred and sixteen.

(Signed) Albert P. Langtry  
Secretary of the Commonwealth

SEAL

Later the name of the institution was changed from Northeastern College to Northeastern University.

Concurrently with its incorporation and subsequent to it, the Massachusetts Legislature has granted to Northeastern University broad degree-granting powers.

### *Purpose of Northeastern University*

In keeping with its charter, Northeastern University has for its fundamental purpose the meeting of the needs of young men and women, through diversified educational opportunities. Its co-operative work in the day Schools of Engineering and Business Administration stands out distinctively as a marked contribution in the field of education. Northeastern University School of Engineering was the second co-operative school in the country, antedated only by the University of Cincinnati School of Co-operative Engineering. Through this unique form of education students are enabled to secure, in addition to their regular classroom work, practical co-ordinated experience in actual engineering and business positions. A further advantage of this unique plan of education is the opportunity for self-support which a student has while pursuing his studies. During the cooperative periods the students not only gain experience but also are paid for the services which they render. About three hundred and fifty business and industrial concerns co-operate with Northeastern University in this unique and highly serviceable educational program.

In its evening schools Northeastern University has also made a distinctive contribution, the School of Commerce and Finance and the School of Law being among the best evening schools of

their type in the entire country. In the Lincoln Institute men receive in the evening practical training in the engineering sciences. Through the Lincoln Preparatory School adequate preparation for admission to the leading colleges of the country, either by certificate or by examination, may be secured in the evening.

The services of the University also include the Huntington School for Boys, one of the leading day preparatory schools in the country, offering effective preparation for admission to all of the leading colleges and universities.

Another phase of the University's unique development has been the addition of the Divisions in Worcester, Springfield and Providence, whereby, under the supervision of the officers in Boston and under an effective organization, Divisions of the School of Law and the School of Commerce and Finance, offering complete curricula and leading to appropriate degrees, are conducted in these cities, thus opening up the services of the University in these schools to thousands of students who would not otherwise have the opportunity of furthering their education.

The incorporation as noted above is under the charitable laws of Massachusetts, which means that all of the resources of the University, including the income from endowment funds, special gifts and tuition fees, must be expended solely for the benefit of its student body. In keeping with this purpose the University is constantly solicitous to increase its sources of revenue from other than students' fees, improve its housing and equipment, increase its standards to accord with the progressive advances in education, and thus to improve its services at all points to its thousands of students.

### *Organization*

The corporation of Northeastern University is known as the Board of Trustees. This Board is made up of 35 members. Among the Trustees are leading business and professional men representing all walks of life. They are men of sympathetic understanding giving their time and services liberally in order to improve and enhance the work of the University.

There are two main committees of the Board of Trustees, an Executive Committee, which serves as an Ad Interim Committee between the regular meetings of the Board of Trustees and performs the usual functions of an executive committee, and a Committee on Housing which is charged with the securing of funds for the housing and equipment development of the University.

In addition to the Board of Trustees there is legally constituted



a separate Board of Trustees of the Permanent Funds of the University whose responsibility is to see that these funds are properly invested and that the principal and income from all funds are expended only in accordance with the terms of the gifts.

Further than this, the Board of Trustees has created and authorized, through its by-laws, an Executive Council of the University, consisting of the President, the Secretary and the two Vice-Presidents. To the Executive Council the Board has allocated very broad powers.

This organization results in efficient operation and administration, making it possible for the University to develop fully and freely along the lines of those trends and policies which will constantly improve and enhance the work of the various schools.

# *The Northeastern University System*

## *Statistical Summary*

1929-1930

	Administrative Officers and Faculties Students	
I. General Administration	6	
II. Northeastern University		
School of Engineering	{ 75	1,681
School of Business Administration	{	430
School of Law	68*	1,404*
School of Commerce and Finance	97*	1,233*
III. The Lincoln Schools		
Lincoln Institute	31	439
Lincoln Preparatory School	30	736
IV. Huntington School	27	363
	<hr/>	<hr/>
Total	334	6,286
Less Duplicates	54	123
	<hr/>	<hr/>
Net Total	280	6,163
	<hr/>	<hr/>

\* These figures include the administrative officers, faculties and students of the Divisions of the University in Worcester, Springfield and Providence.

### *Object of the Day Division, Northeastern University*

Technical school instruction, depending solely on class-room work and laboratories, must always lack some of the vital characteristics of an actual business concern. One is carried on for educational purposes, the other is operated for dividends. This fact gives the co-operative school an advantage over the usual educational plan. Instead of devoting several years to preparing for a vocation in which he may later find himself a misfit, the student is put to work in the field of his choice early in his career in order that he may immediately discover whether or not he is adapted to its requirements. He sees life in its vital issues and learns the art of getting along with men. This training demonstrates to him the use and value of his school work, and finally

gives him an opportunity to acquire from actual experience that rare characteristic, *executive ability*, without which his life probably would be spent on the lower levels of industry.

Founded on this co-operative principle, the Day Schools of Northeastern University offer to students who have had a high school preparation or its equivalent, a sound training in the sciences fundamental to their profession and in the important applications of the principles of these sciences to the several branches of industry and commerce. Much stress is laid on the development of the ability to apply the acquired knowledge to new problems.

The program of studies differs from that of many schools, in that a student is not permitted a wide range of subjects from which to choose; for it has been found that better results are obtained, in co-operative education, by prescribing the principal studies which the student is to pursue. But wherever, as in this case, there has been a deviation from common educational practice, it has been for the purpose of achieving more effectively the fundamental aim of Northeastern University; namely, to give young men a thorough training in both the theoretical and the applied principles upon which professional work is conducted. *The training is that of a university of high standards.*

## *Buildings*

The University is housed in the buildings of the Boston Young Men's Christian Association and in a part of the Huntington Building, adjoining Symphony Hall.

The Buildings are located on Huntington Avenue, in a section of Boston noted for its institutions of learning. The schools and colleges in the vicinity have an annual attendance of fifteen thousand students. The location is easily accessible from all parts of the city and suburbs.

The six buildings in the main group are as follows: Administration, Assembly Hall, Recitation, Natatorium, Gymnasium, and Laboratory.

### *Administration Building*

In the Administration building, besides various offices, there are libraries, class rooms, reading rooms and social rooms.

### *Activities Assembly Hall*

The Jacob P. Bates Hall has a seating capacity of 500. A large stage, suitable for entertainments of various kinds, is available. The hall is equipped with a motion picture machine.

Bates Hall is an important center for various student activities. Here the band has its rehearsals, the glee club gives its entertainments and some of the dramatic work is presented. In addition, numerous student socials and small group dinners frequently are held here.

### *Recitation Building*

The Recitation building is 196 feet long and 58 feet wide and six stories high; in the basement are the heating and ventilating plants. The first floor is taken up with game, social and club rooms, and a small assembly hall seating 150. On the second and third floors are located class rooms and offices. The fourth floor contains a science lecture room completely equipped, a physics laboratory, three chemical laboratories, three drafting rooms, two recitation rooms, and department offices. The fifth and sixth floors are used as dormitories.

### *Natatorium*

This building, one of the finest of its kind, is located between the Assembly Hall and the Gymnasium, and is easily accessible from the locker rooms of the latter. The swimming pool is 75 feet long by 25 feet wide, and is under a glass roof, admitting floods of sunshine. The pool is supplied with filtered salt water from an artesian well and is heated to the proper temperature by an elaborate system of pipes.

### *Gymnasium*

This structure, the funds for which were provided by the relatives of the late Samuel Johnson, is known as the Samuel Johnson Memorial Gymnasium. The gymnasium provides the following facilities: three gymnasiums, a twelve-lap running track, two large exercise rooms, boxing and wrestling rooms, handball and squash courts, bowling alleys, showers, steam baths, massage rooms, and electric cabinet baths.

### *Lecture Assembly Halls*

Through special arrangement, Jordan Hall and Symphony Hall are made available for assembly purposes. These halls provide ample space for student activity assemblies and for special lectures by noted men. All the students in school at any period assemble for one hour each week throughout the school year. More than half of the assembly sessions are devoted to interests and activities developed by the students themselves. The other

assembly periods are devoted to special lectures, sometimes under the direction of the student body and sometimes under the direction of the faculty. The special lectures are devoted to those elements of life which count most in the development of a man's viewpoint and his character.

### *Huntington Building*

In addition to the large recitation building previously mentioned the Huntington Building provides a large area for class rooms and offices. In the Huntington Building are located offices of the Director of Student Activities, Director of Health and Physical Training, Executive Secretary of the Northeastern Student Union, and most of the student advisers. Thus the student body is brought directly into contact with the various members of the faculty. In this building are also the lecture and assembly rooms for large groups within the student body, the special class rooms for Physics, Mathematics, and Mechanical Drawing; and student social and reading rooms.

### *Laboratory Building*

The Laboratory Building is located directly behind the Main Building. In it are located laboratory rooms for Accounting courses and numerous courses involving laboratory experiments; equipment for all electric experiments and testing methods; offices for a number of the faculty, as well as conference rooms for students. There are some recitation rooms of the non-laboratory type. In addition to the class rooms, laboratory rooms, faculty offices and conference rooms, the Laboratory Building contains a large variety of equipment for experimental purposes in the various fields of industry.

### *Outdoor Facilities*

The outdoor facilities are exceptional for an urban university. Adjoining the buildings is a field equipped for athletics, with tennis courts, jumping pits, a board track, and a cinder track with a hundred-yard straightaway. The University also owns and maintains a well-equipped athletic field a short distance from the School which provides ample facilities for baseball, soccer, and track.

Through the athletic association of the University interclass contests are arranged in basketball, baseball, track, tennis, indoor and outdoor athletics, and swimming. Intercollegiate games and meets are arranged with the leading colleges in the East.



### *Libraries*

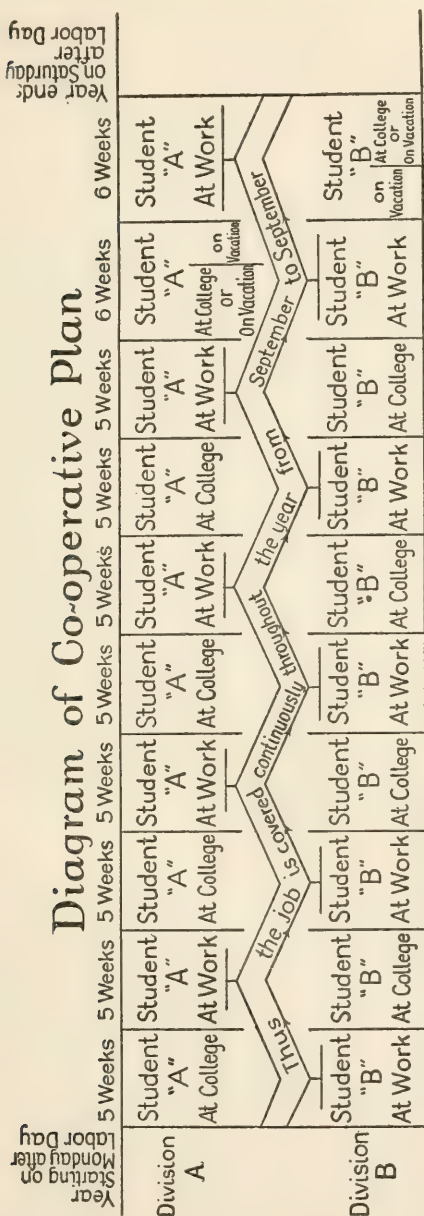
1. The libraries of Northeastern University and of the Boston Y. M. C. A. consist of thousands of carefully selected volumes. In these libraries the students of the School have available for their use necessary books on business administration, engineering, and allied subjects, together with current periodicals and the leading business and technical services. The library is open from 9.00 A.M. to 10.00 P.M. daily.

2. The Boston Public Library. All members of the School whether resident or non-resident students, have the privilege of taking books from the Boston Public Library and of using the library for general reference and study. Inasmuch as this is one of the best in the country, it presents unusual opportunities to the students. Within a five minutes' walk from the School, it enables students to have unlimited reference at any time to books and periodicals bearing upon business subjects.

### *Boston—A Great Educational Center*

The fact that Northeastern University is in Boston broadens the educational and cultural opportunities of its students. Few other cities in the country are so rich in the finest elements of American life. Many of its historic buildings, such as the Old State House, Faneuil Hall, and the Old North Church, have become museums for the preservation of old documents, paintings, and other collections representative of early Colonial life. The Boston Public Library and the Museum of Fine Arts, both within a few blocks of the University buildings, are widely noted for their treasures of literature and art. Even nearer to the University is Symphony Hall, home of the world-famous Boston Symphony Orchestra. And the many churches within Greater Boston not only afford the opportunity of hearing distinguished preachers but through their student clubs and young people's societies make possible for students a fine type of social and intellectual life.

## Diagram of Co-operative Plan



### UPPER CLASSMEN ONLY

The diagram above represents graphically the Co-operative Plan, open to upper-classmen, by which the year is divided into alternate periods of work and study. As the diagram shows, each co-operative job is covered by two students, one from Division A and one from Division B. The Division B man works while the Division A man studies, and *vice versa*. Thus each job is covered continuously from September to September by one pair of men.

## *Department of Co-operative Work*

THE Department of Co-operative Work comprises a group of faculty members known as co-ordinators whose entire time is given to establishing and maintaining co-operative relationship with appropriate commercial, industrial, and professional organizations. The work of co-ordination is considered to be of primary importance in the orientation and development of students on the co-operative plan. Co-ordinators are therefore appointed because of their experience in special fields of work, capacity for understanding and administering human relations, ability to give occupational information and advice, and general fitness for guiding and inspiring young men. Co-ordinators are ranked on the same basis as other members of the faculty and are equally concerned with academic activities and other student affairs.

Each co-ordinator, because of his particular background and interests, is assigned to the supervision of students in a given Curriculum for whose placement and guidance he is responsible. During school periods co-ordinators meet their charges in regularly scheduled conference classes where individual problems encountered on the job are discussed and solved. Every student is required to prepare and present a paper dealing with some phase of his co-operative work. This is criticized and commented upon by the co-ordinator and by the other students to the end that all may acquire a sense of social understanding and job wisdom.

The Department of Co-operative Work has, in its relation to undergraduates, three primary functions:

### *1. Student Analysis and Counselling*

Students in each curriculum are assigned to a co-ordinator, who interviews them periodically during their freshman year for the purpose of determining their background, abilities, temperaments, and aptitudes. During these interviews the co-ordinator discusses various fields of activity and answers such questions as the students may have in regard to the many phases of business and industry. Each student is studied in the light of his physical condition, scholastic ability and other factors affecting his probable success in vocational life. These interviews culminate in a mutual agreement between the student and his co-ordinator regarding the field of co-operative work in which the student is to be placed. During his upperclass years the student continues

to have frequent conferences with his co-ordinator regarding vocational adjustments and personal problems. In this way the progress of every student is observed and co-ordinated with his school work to the end that he may obtain maximum values from his training at Northeastern.

## 2. *Placement*

With this carefully assembled information the co-ordinator visits co-operative firms and arranges with them for the employment of the students under his charge. The range of opportunities available to Northeastern students is wide, including practically all phases of industrial life. As a general rule, sophomores are placed upon routine and laborious jobs through which they may prove their fitness for more responsible work. The jobs upon which Northeastern students are employed are in no sense protected opportunities. They are regular jobs under actual business conditions and are held in competition with other sources of supply. The only special privilege accorded Northeastern students is that of attending school on the co-operative plan. The school expects every student to stand on his own feet while he is on co-operative work, and advancement to the more responsible jobs is based entirely upon merit.

## 3. *Supervision and Guidance*

While the School does not adopt a paternal attitude toward co-operative work, it nevertheless assumes certain responsibilities toward students and co-operating firms. Co-ordinators visit each job in order that the employer may report upon the student's achievement and that necessary adjustments may be made. Co-ordinators supervise the assignment of students to various jobs and in conjunction with employers arrange for promotions and training schedules. Problems that arise on co-operative work are adjusted by mutual agreement of co-ordinator, student, and employer, wherever possible. In the event of special difficulties or dissatisfaction, the case may be adjusted by the Committee on Co-operative Work, which comprises several members of the faculty.

Through a series of co-operative work reports prepared during their working periods, students are led to analyze their jobs and to develop a thoughtful and investigative attitude toward their working environment. A most important phase of co-operative work is the opportunity afforded for guidance by the frank discussion, in conference classes, of actual problems encountered on the job. The intimate contact between co-ordinator

and student is of great worth in helping the student to get the most value from each co-operative work assignment. While the school endeavors to provide every possible opportunity for its students, it expects them at the same time, to take the initiative and to assume the responsibility involved in their individual development. To every student is available the counsel and guidance of the faculty, and every resource at its disposal. But the faculty does not coerce students who are disinterested or unwilling to think for themselves.

THE CO-OPERATIVE PLAN IS THUS DESIGNED SPECIFICALLY TO PROVIDE ACTUAL WORKING CONDITIONS WHICH SHALL AFFORD THE STUDENT PRACTICAL EXPERIENCE, GIVE MEANING TO HIS PROGRAM OF STUDY, AND TRAIN HIM IN RELIABILITY, EFFICIENCY, AND TEAM-WORK.

### *Co-operative Plan*

TO illustrate the co-operative plan, let us take the case of two men, "A" and "B," who desire to pursue one of the curriculums offered.

If the men are members of any one of the four upper classes, "B" will be assigned early in September or before to one of the plants of a firm that is co-operating with the School. There he receives practical experience under school supervision for a period of five weeks. "A" who is called the *alternate* of "B" has meanwhile been attending classes at the School. At the end of the five-week period, "B" takes the place of "A" at School, and "A" relieves "B" at the plant of the employing firm. This procedure is repeated each period, the same two students alternating with that firm for at least one calendar year from the date of starting the work. "A" and "B" are spoken of as "Division A" and "Division B" men respectively.

Division A freshmen enter college early in September and continue class work for thirty consecutive weeks, except for Christmas holidays, or until about the second week in April. Division B freshmen enter in the latter part of December and continue until about the middle of July.

Those students who have passed all their first and second semester courses become eligible for placement at co-operative work immediately at the close of their school year. Although co-operative work is not required at the close of the freshman year, it is recommended that freshmen accept co-operative work assignments when advised to do so by the Director of Co-operative Work.





A TYPICAL CLASSROOM



CLASS IN ACCOUNTING



DEPARTMENT OF CO-OPERATIVE WORK



A CORNER OF THE LIBRARY

When freshmen accept co-operative work assignments, they are expected to fulfill all of the requirements governing co-operative work. Such assignments are made with the understanding that the applicant is willing to continue on that job until the date of registration for the sophomore year. Division A freshmen should plan to take any desired vacation just prior to the opening of the sophomore year in September. Division B freshmen should take any desired vacation immediately after the close of the freshmen year and before accepting a co-operative work assignment.

### *Correlation of Practical and Theoretical Work*

Co-operating employers agree, when practicable, to employ the students in the various departments of their establishments. This training is as thorough and complete as the academic work. Where possible, the plant experience ranges from the handling of the raw materials to the shipment of the finished product. This practical training provides the opportunity to acquire a knowledge of executive duties in the plant as well as the use of machines. Thus, at the end of this course, the graduate has gained a familiarity with both plant operation and related problems of administration. To derive the greatest value from such courses, the student is advised to continue, if possible, in the employ of his co-operating firm for *at least one year* after graduation, since certain types of work which would afford him valuable experience cannot be made available to him while he is alternating between work and study. Statistics show that from thirty-five to fifty per cent of each graduating class do remain with their co-operative employers after graduation.

### *Co-operative Work Reports*

The correlation of practical and theoretical work is further promoted by required report writing. These co-operative work reports are written during the working periods by all co-operative students. A complete job analysis is required as the first report written on any new co-operative work assignment. Subjects of other reports are selected by the student after conference with his Co-ordinator of Co-operative Work by whom they must be approved. The reports are designed to encourage the observational and investigative qualities of the students and to help them to appreciate more fully the extent and value of their experience. These reports are carefully read by the Co-ordinator and are discussed with the student during the next following school period. Exceptionally valuable results are obtained from these reports. The value derived must necessarily

be directly proportional to the conscientious and intelligent concentration of effort by the student upon this phase of the work.

### *Co-operative Work Records*

Complete and detailed records are kept of the co-operative work of each student. They are based upon reports made by the employer at the end of each working period; upon occasional personal interviews between the employer and the Co-ordinator; and upon various evidences of the student's attitude toward all the phases of his co-operative work. It is not possible to secure a degree unless this part of the curriculum is completed satisfactorily. These records of practical experience serve as a valuable future reference for the Alumni Placement Division of the Department.

### *Number of Positions Available*

The number of positions at our disposal in any one branch of industry is necessarily limited. Thus far desirable positions have been secured for our students as the growth of the school has demanded. Co-operative work is not required of freshmen at the close of the freshman year, but efforts will be made to obtain work for those who prefer to be assigned to work by the School.

Some students prefer to secure their own co-operative work. TO BE SURE OF RECEIVING CREDIT, HOWEVER, THE STUDENT MUST SECURE THE APPROVAL OF SUCH WORK FROM THE DIRECTOR OF CO-OPERATIVE WORK BEFORE ACCEPTING THE POSITION. Alternates may be furnished by the School, if desired. Such individual arrangements are entirely acceptable to the School, provided they are made with the approval of the Director of Co-operative Work, and do not conflict with other obligations assumed by that student.

Because of its dependence upon general business conditions over which it has no control, the School cannot and does not *guarantee* placement. Experience has demonstrated, however, that students who are willing and are capable of adapting themselves to existing conditions are almost never without employment.

### *Attitude of Co-operating Firms*

That co-operating employers favor our plan is clearly demonstrated by their retention of the same students from year to year. Moreover, employers listed with us apply for additional students to fill such positions as can be filled by our men. The



men under whose supervision the students have been doing work are almost unanimous in their approval of our plan. The enthusiasm, earnestness, and intelligence the students show in the performance of their duties is a subject of comment among the employers.

### *Assignment to Co-operative Employment*

A student is assigned to a co-operative job by the following routine: He is given general information in regard to the work, the hours, the location, the rate of pay, and so forth. If the job seems acceptable, he is given a copy of the Co-operative Work Regulations (see page 39) and is required to sign the co-operative employment agreement (see page 38). He is then given a card of introduction and sent to the employer for personal interview. During the interview with the employer the student is expected to acquaint himself with further details of the nature of the work and the conditions under which he will be expected to work. He may then accept the position subject to his acceptance by the employer. The latter indicates his acceptance or rejection of the student by marking the introduction card and returning it by mail to the School. It is expected that no student will accept placement by the School unless he intends to continue throughout the year in school and with the firm in question, in accordance with the Co-operative Work Regulations.

During the periods of co-operative work, students report for work as do other employees, no special privileges being granted. While at work, students are allowed only legal holidays. *School holidays are not holidays for students on Co-operative work.* Students are not permitted to discontinue co-operative work except by previous arrangements with the School. In all cases of absences from co-operative work, whether avoidable or not, the student or a member of his family is required to notify by telephone immediately the EMPLOYING FIRM and the SCHOOL. FAILURE TO DO SO IS SUFFICIENT CAUSE FOR DISMISSAL.

The School places the student at work with the employing firm and is responsible for his presence and conduct at work as well as the quality and scope of his work. All difficulties arising in regard to students who are on co-operative work are taken up with the school authorities at the next following school period. The Co-operative Work Office is open on special evenings each week during the school year for consultation with students who are engaged at co-operative work during the day.

Students in the fourth and fifth years are almost invariably placed with firms which give them experience directly in line with the course of study followed at school.



Second and third year men, as a rule, are assigned to work not so technical in character, but designed to train the younger men in the fundamental qualities of cheerfulness, dependability, enthusiasm, and "grit." In connection with his co-operative work during the student's college course these attributes are emphasized at every opportunity. The first year's training is designed especially to develop these habits. If a young man can form habits of mental and physical alertness and reliability, he has laid a sure foundation for success and happiness in later life. The detailed technical information and experience is added in the three upper years.

The School cannot guarantee to place students, because of uncertainties of business conditions as well as other reasons beyond the control of the School. Although the School in no way discriminates between students of various races and religions, considerable difficulty has been experienced in placing the members of certain racial groups on co-operative work.

### *Location of Work*

It is the policy of the School to assign students to co-operative work within commuting distance of their homes. This is not always possible, however, and at times it may be necessary for students to live away from home in order to obtain satisfactory and desirable co-operative work assignments.

### *Credits*

The conscientious pursuit and successful completion of co-operative work assignments are necessary for the student to obtain the degree. Seniors are required to take co-operative work from September to June for four alternative five-week periods and they receive therefor twenty credits toward the degree. Other Upper classmen work for four five-week and one six-week alternate periods, a total of twenty-six weeks per year and receive therefor twenty-four credits toward the degree each year. Students on the full-time plan, however, do not receive credit toward the degree for the practical experience they may obtain during summer vacations.

Credit is given once a year at the close of the last working period for that year.

During periods of business depression or seasonal cessation of certain industries when it may be impossible for the School to provide satisfactory employment for all students, a student may be required to attend school and take additional school work. The passing of the required courses taken under such

circumstances will prevent lapse of credit toward the degree as the result of being out of work.

Credit obtained on the full-time plan cannot be substituted for deficient credit on the co-operative plan and co-operative work credit cannot be substituted for deficient credit on the full-time plan.

In general, changes and transfers in co-operative work are made in September, at the beginning of the school year.

### *Earnings*

*The rates of pay for students in the School are low, primarily because the students are given the privilege of attending school on the co-operative plan. The employer thus feels justified in devoting time to the instruction of the students and in transferring them at reasonable intervals from one department to another.*

The following table of wages by agreement with the co-operating firms is the *minimum* to be paid the students.

\$12 per week for the first and second years.

\$14 per week for the third year.

\$16 per week for the fourth and fifth years.

No upper limit is set. *All employers are requested to pay as high a rate as the student proves himself worth.* The averages are \$15, \$18, and \$20 for second, third, and fourth year men respectively. No data are yet available covering the fifth year. The total income is more than enough to pay the tuition and the necessary school expenses, BUT DOES NOT COVER BOARD, ROOM RENT, AND OTHER LIVING EXPENSES, EITHER WHILE IN SCHOOL OR ON THE JOB.

A student may be expected to accept an assignment to co-operative work — if recommended by the department as offering suitable and desirable training — even though the wage rate may be only sufficient to cover living expenses during the period of employment.

### *Educational Certificates*

The law of Massachusetts requires all students under twenty-one years of age to obtain Educational Certificates. Massachusetts General Laws 1921, Chapter 149, Section 95: "No minor over sixteen and under twenty-one shall be employed in a factory, workshop, manufacturing, mechanical or mercantile establishment, or in a public or private bowling alley, pool or billiard room, bootblack stand or establishment, barber shop, or in the construction or repair of buildings, or by an express or transportation company, . . . . unless his employer procures and

keeps on file an educational certificate showing the age of the minor and his ability or inability to read and write as hereinafter provided." Students living outside of Boston should bring with them Birth Certificates, in order to save time and trouble. The Educational Certificates, upon request, may be obtained from the Superintendent of Schools in the city or town where the student resides during the period of his employment, if he lives in Massachusetts. Students residing outside of the Commonwealth during employment periods, but working within the Commonwealth are required to obtain Educational Certificates from the Superintendent of Schools or designated official of the town where employed.

### *Co-operative Employment Agreement*

*It is considered a vital part of the practical training of each student thoroughly to impress upon him the value of proper analysis of obligations about to be assumed and the importance of fulfilling them after they have been assumed. Thus, every student must enter into an agreement with the University at the time he accepts his co-operative work assignment. The following form is issued:*

## *Northeastern University*

### *Co-operative Work Agreement*

I, ..... Course.....  
(Name of Student)  
 Year.....Division.....  
*Employing Firm* agree to work with.....  
 .....  
 on the regular co-operative plan in accordance with Co-operative Work Regulations.

*Rate of Pay* I agree to accept the wages of.....  
 per....., this amount to  
 be increased as my ability and other conditions may warrant.

*Term of Employment* I understand that I am to work on this  
 job for one year from date including the  
 regular summer working period. This  
 agreement does not bind my employer to  
 continue my services any longer than it is  
 practical to do so. *I will not leave nor arrange  
 with my employer to be relieved of this job with-  
 out the approval of the Director of Co-  
 operative Work.*

*Credit for Degree*

I realize that my work on this job is part of the requirements for a degree and that credit will be given only in return for satisfactory service to the employer and the proper handling of the job.

*Educational Certificate*

In accordance with the laws of the Commonwealth of Massachusetts, I shall obtain the necessary working certificate before starting work on this job.

Date.....

Signature.....Age.....  
(Student)

Address.....Tel.....

Signature of Co-ordinator.....

*Co-operative Work Regulations*

The successful administration of the co-operative plan of education depends upon the conscientious observance by all co-operative students of certain fundamental routine principles and policies. The following regulations have been adopted at North-eastern to develop in its students that respect for obligations and that spirit of co-operation so essential to the successful conduct of co-operative education and the development of dependable men.

**Assignment to Work**

When a student is assigned to co-operative work it is with the definite understanding, unless otherwise stated in writing on the agreement blank, that he will continue in the employ of that firm for the minimum period of one year on the co-operative plan dating from date of acceptance. He is required to sign the co-operative agreement to that effect. The first week on the job is the only trial period allowed, and the Department of Co-operative Work must be notified by the student during this first week if for any reason the student does not want to retain the job for at least the calendar year. If without such notice the student still retains the job for more than a week, his co-operative agreement becomes effective automatically, and he is required by the school to fulfill that agreement. Any exceptions may be allowed only upon petition to the Co-operative Work Committee.

This agreement obligates the employer to retain the student on the job only as long as the co-operation is practicable. Em-



ployers are advised to discharge students after fair trial for unsatisfactory work, incompetency, inability, or any irregularity. In other words, every student is expected to work conscientiously and to the best of his ability and retain his job in competition with others only through satisfactory service.

### **Trial Week**

A student giving notice of dissatisfaction or desire for different assignment during his trial week is expected to stay on the job until released by the Department of Co-operative Work. The offices of the Department are open on certain evenings for the convenience of students desiring to communicate such notice to their co-ordinators. Students must not take time off from work for these conferences.

### **Co-operative Year**

Co-operative work continues throughout the summers following the second, third, and fourth years. Each alternate is required to work on his co-operative job during his regular summer work period, as shown on the calendar in the catalog, in order to obtain the necessary credit for the degree. The co-operative plan comprises four (4) five-week periods and one (1) six-week period, the latter coming during the summer months.

### **Time Off**

A student is expected to be on the job regularly and punctually. He has no special privileges except those allowed to other regular employees of the company. He is expected *not to take time off* from work for any school activities or other personal interests unless by previous approval from the Department of Co-operative Work and the employer.

### **Senior Theses**

Senior theses should not be allowed to interfere *in any way* with co-operative work. When a thesis is conducted at the plant of a co-operating firm, the rules which govern such thesis work and which accompany the thesis instructions must be carefully observed. Time should not be taken off from work for any thesis requirements.

### **Absence from Work**

In case of sickness or other emergency requiring a student's absence from work, the EMPLOYER and the DEPARTMENT OF CO-OPERATIVE WORK must be notified. Students living within a reasonable distance from the school should notify the department by telephone. If more than a 10 cent call would be required, the mail will be considered satisfactory. The Depart-



ment of Co-operative work must be notified by telephone or by mail when the student returns to work.

### **Discharge or Lay-off**

When a student is discharged or temporarily laid off, it is his responsibility to notify the Department of Co-operative Work. Failure to notify the department may result in unnecessary loss of credit.

### **Desertion of Job**

A student who leaves his co-operative job without prior approval of the Department of Co-operative Work or who so conducts himself on the job as purposely to cause his discharge, may be immediately suspended from college for breach of discipline.

### **Participation in Activities**

A student wishing to participate *during working hours* of co-operative work periods in student activities at college should obtain consent for such participation through the Department of Co-operative Work. Employers are ordinarily willing to comply with reasonable requests for such participation when it does not seriously interfere with the proper conduct of the job. The job must always be given prior consideration.

### **Evening Office Hours**

From October 1 to May 15 the office of the Department of Co-operative Work is open during certain evenings of each week from 6 to 8 P.M. for the convenience of any student wishing to discuss any phase of his co-operative work. These evening hours are kept to avoid the necessity of the student's taking time off from work during the day. Evening hours of each co-ordinator are posted outside office 350M.

### **Own Job**

A student who wishes to obtain his own co-operative employment must petition to the Co-operative Work Committee for approval of the work before accepting the job. Credit for such jobs will be allowed **ONLY FROM DATE OF APPROVAL**.

### **Types of Co-operative Work**

Insofar as possible students are placed at co-operative work in that general field of business for which they express preference, provided that aptitude, physical ability, temperament and other personal qualities appear to fit them for this field. Usually students are placed first in the lower ranks of an organization where they may learn the fundamental requirements of the business.

For example, a student interested in manufacturing might be started as an operative on some machine in the plant. As his progress and other conditions warranted he would be transferred to other types of work such as shipping, inspecting, cost finding, adjusting complaints, or bookkeeping, and so on, so that in the course of his four years of co-operative training he would have the opportunity to acquire a substantial background in at least some of the functions of factory administration. The entire training might or might not be with one company, depending upon its facilities and size. This progressive type of training is more readily obtained in the employ of one company. A change of company each year provides more a change of environment than a progression of experiences.

Similarly, students desiring to specialize in merchandizing are frequently placed as stock boys in a department store. If they demonstrate potential ability in that field of work they may later become sales clerks, floor supervisors, or administrative assistants in various departments.

Again, from an initial job as bank messenger a student may advance by progressive steps in one of the many departments of a banking institution. Banking operations today are so complex and offer so many opportunities for specialized development that the training schedule of any one student would be governed by his particular abilities and tastes.

Investment houses, newspapers, advertising agencies, department stores, chain stores, wholesale houses, banks, manufacturing companies, public utilities, and many other types of business enterprises are employing Northeastern students. In some cases definite training schedules have been established such as that with the S. S. Pierce Co. shown below:

#### S. S. PIERCE COMPANY

ONE YEAR  
Assembly Department  
Sorting  
Stocking  
Checking

Shipping and Delivery Department  
Retail Delivery  
Shipping, Clerical  
Express Shipping

Clerical Department

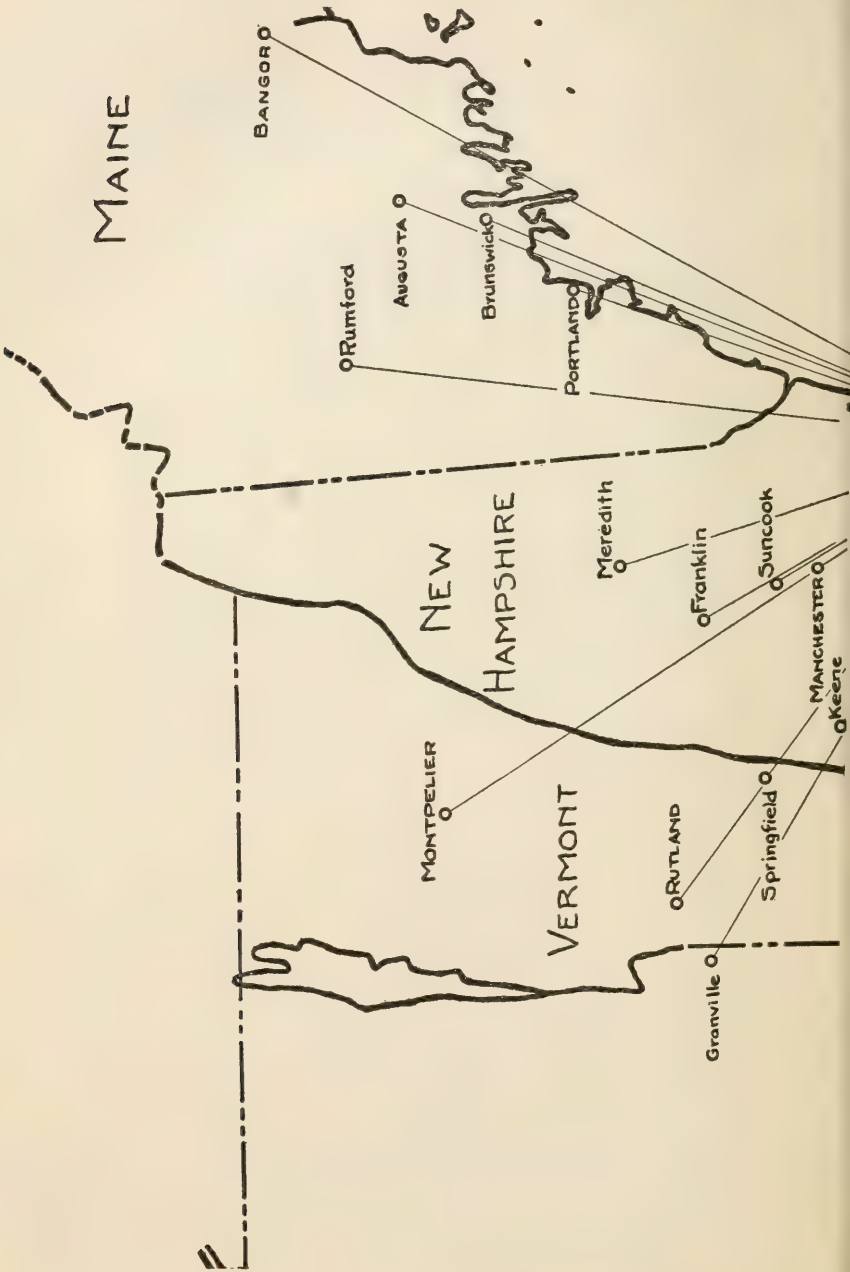
ONE YEAR  
Retail Stores Sales  
Telephone Call-in  
Call-out  
Counter  
Display Department  
Accounting Department  
Investigation Department

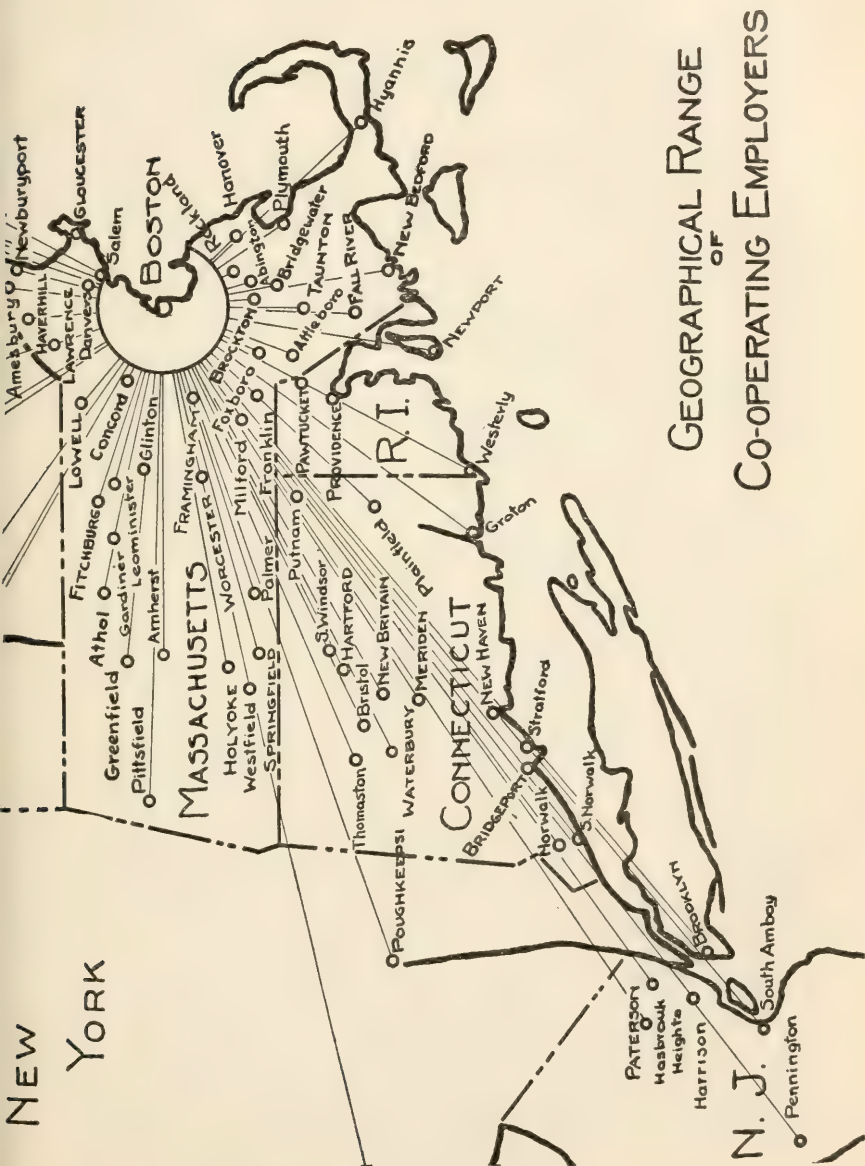
Students should realize, however, that transfers and promotions on all co-operative jobs, come as the result of earnest application to assigned responsibilities. Neither the School nor the employer can confer experience upon a student. This he must obtain by his own efforts.

*Co-operating Firms*

The following firms co-operate with the Day Collegiate Schools of Northeastern University, some with one school and some with the other or both, when students are available and business conditions warrant:

ABERTHAW CONSTRUCTION COMPANY, Boston  
ALASKA FREEZER COMPANY, Inc., Winchendon  
AMERICAN AGRICULTURAL CHEMICAL COMPANY, Weymouth  
AMERICAN SCHAEFFER & BUDENBERG CORPORATION, Worcester  
AMERICAN WOOLEN COMPANY, Lawtence and Maynard  
AMES SHOVEL & TOOL COMPANY, North Easton  
ARCADE MALLEABLE IRON COMPANY, Worcester  
ASHTON VALVE COMPANY, Cambridge  
THE GREAT ATLANTIC & PACIFIC TEA COMPANY, Dorchester  
BANGOR HYDRO-ELECTRIC COMPANY, Bangor, Maine  
BARBOUR WELTING COMPANY, Brockton  
BARRETT COMPANY, The, Everett  
BATCHELDER & SNYDER COMPANY, Boston  
BEACON ELECTRIC COMPANY, Brookline  
BEACON OIL COMPANY, Everett  
BEE MACHINE COMPANY, Lynn  
BETHLEHEM SHIPBUILDING CORPORATION, Quincy  
BIGELOW & DOWSE COMPANY, Boston  
BIRD AND SON, Inc., East Walpole  
BLAKE ELECTRIC MANUFACTURING COMPANY, Boston  
BLAKE PUMP COMPANY, Fitchburg  
BLANCHARD MACHINE COMPANY, Cambridge  
BON MARCHE, DEPARTMENT STORE, Lowell  
BOSTON & ALBANY RAILROAD, Boston  
BOSTON CONSOLIDATED GAS COMPANY, Boston  
BOSTON GEAR WORKS, Quincy  
BOSTON ICE COMPANY, Boston  
BOSTON MACHINE WORKS, Lynn  
BOSTON & MAINE RAILROAD, Boston  
BOSTON SAFE DEPOSIT & TRUST COMPANY, Boston  
BOSTON SAND AND GRAVEL COMPANY, Boston  
BOSTON WOVEN HOSE & RUBBER COMPANY, Cambridge  
BOSTON Y. M. C. A., Boston  
BRIDGEPORT BRASS COMPANY, Bridgeport, Conn.  
BROWNING DRAKE CORPORATION, Waltham  
BUFF AND BUFF MANUFACTURING COMPANY, Jamaica Plain  
BURNHAM'S ANTIQUE BOOK STORE, Boston  
BUTT, H. G., MANUFACTURING COMPANY, Boston  
CAMBRIDGE ELECTRIC LIGHT COMPANY, Cambridge  
CAMBRIDGE PAPER BOX COMPANY, Cambridge  
CAMBRIDGE RUBBER COMPANY, Cambridge  
CAPE & VINEYARD ELECTRIC COMPANY, Falmouth  
CARTER, JOHN, & COMPANY, Inc., Boston  
CARTER, WILLIAM, COMPANY, Needham  
CASEY FOSTER COMPANY, Boston  
CENTRAL MAINE POWER COMPANY, Lewiston, Maine  
CENTRAL TRUST COMPANY, Cambridge  
CHASE & GILBERT, Engineers, Boston  
CHASE & SANBORN COMPANY, Boston  
CHASE-SHAWMUT COMPANY, Newburyport







CHEMUNG CANAL TRUST COMPANY, Elmira, N. Y.  
CHRISTIAN SCIENCE PUBLISHING SOCIETY, Boston  
CITIES SERVICE REFINING COMPANY, East Braintree  
CITY BANK & TRUST COMPANY, Hartford, Conn.  
CLAPP, E. H., RUBBER COMPANY, Hanover  
CLOVERDALE COMPANY, Cambridge  
COFFIN VALVE COMPANY, Neponset  
CONCORD ELECTRIC LIGHT DEPARTMENT, Concord  
CONDIT ELECTRICAL MANUFACTURING CORPORATION, South Boston  
CONVERSE RUBBER SHOE COMPANY, Malden  
COPLEY ART SHOP, Boston  
COUCH, S. H., COMPANY, Quincy  
CRITTENDEN MANUFACTURING COMPANY, Jamaica Plain  
CROCKER-McELWAIN COMPANY, Holyoke  
CUNARDI COMPANY, Boston  
CURTIS PUBLISHING COMPANY, Boston  
DARTMOUTH SPA, Boston  
DAY, R. L., AND COMPANY, Boston  
DENNISON MANUFACTURING COMPANY, Framingham  
DOBLE ENGINEERING COMPANY, Medford Hillside  
DOLLE ELECTRICAL MACHINE COMPANY, Boston  
DONNELLY MACHINE COMPANY, Brockton  
DRAPER CORPORATION, THE, Hopedale  
EDISON ELECTRIC ILLUMINATING COMPANY OF BOSTON  
ELECTRICAL INSTALLATION COMPANY, Boston  
ELECTRICAL REPAIR COMPANY, Bridgeport, Conn.  
E. I. DUPONT DE NEMOURS COMPANY, Everett  
ELLIS MANUFACTURING COMPANY, Milldale, Conn.  
EMERSON APPARATUS COMPANY, Melrose  
EMERTON, ALBERT, AND COMPANY, Boston  
ERIE RAILROAD COMPANY, New York, N. Y.  
EVATT, W. M., COMPANY, Boston  
FALES, L. F., Walpole  
FEDERAL RESERVE BANK OF BOSTON  
FELLOWS GEAR SHAPER COMPANY, Springfield, Vt.  
WILLIAM FILENE'S SONS COMPANY, Boston  
FIRST NATIONAL BANK OF BOSTON  
FULLER, GEORGE A., COMPANY, Boston  
GENERAL ALLOYS COMPANY, South Boston  
GENERAL ELECTRIC COMPANY, Lynn  
GENERAL ELECTRIC COMPANY, Pittsfield  
GENERAL RADIO COMPANY, Cambridge  
GILCHRIST & COMPANY, Boston  
GRANITE TRUST COMPANY, Quincy  
GRANT COMPANY, W. T., Boston and Cambridge  
GRATON & KNIGHT MANUFACTURING COMPANY, Worcester  
GREENFIELD ELECTRIC LIGHT & POWER COMPANY, Greenfield  
GREENFIELD GAS LIGHT COMPANY, Greenfield  
HALE WATERS AND COMPANY, Boston  
HAMMETT, J. L., COMPANY, Cambridge  
HARTFORD ELECTRIC LIGHT COMPANY, THE, Hartford, Conn.  
HARVEY, ARTHUR C., COMPANY, Boston  
HEDLUND, CHARLES, COMPANY, Quincy  
HILL, GEORGE A., COMPANY, Lowell  
HIXON ELECTRIC COMPANY, Boston  
HODDER, WALTER W., COMPANY, Boston  
HOLTZER CABOT ELECTRIC COMPANY, Roxbury  
HOLYOKE WATER POWER COMPANY, Holyoke

HOOD RUBBER COMPANY, Watertown  
HOWE & FRENCH, INC., Boston  
HUNT-SPILLER MANUFACTURING CORPORATION, South Boston  
HYGRADE LAMP COMPANY, Salem  
INTERNATIONAL BUSINESS MACHINES CORPORATION, New York  
INTERNATIONAL ENGINEERING WORKS, Framingham  
INTERNATIONAL PAPER COMPANY, Franklin, N. H.  
INTERNATIONAL PAPER COMPANY, Wilder, Vt.  
INTERNATIONAL SILVER COMPANY, Meriden, Conn.  
JAGER, CHARLES J., COMPANY, Boston  
JARVIS ENGINEERING COMPANY, South Boston  
JENTEL PRODUCTS COMPANY, Boston  
JOHNSON EDUCATOR FOOD COMPANY, Cambridge  
JONES & LAMSON MACHINE COMPANY, Springfield, Vt.  
JORDAN MARSH COMPANY, Boston  
JUNIOR ACHIEVEMENT SOCIETY, Boston  
KEENE GAS & ELECTRIC COMPANY, Keene, N. H.  
KENNEY BROS. & WOLKINS, Boston  
KINNEY MANUFACTURING COMPANY, Jamaica Plain  
LAMSON & HUBBARD COMPANY, Boston  
LAWRENCE, A. C., LEATHER COMPANY, Peabody  
LEVER BROTHERS COMPANY, Soap Manufacturers, Cambridge  
LEWANDOS, Watertown  
LINDSAY, P. K., & COMPANY, Boston  
LOCKE REGULATOR COMPANY, Salem  
LOVELL & COVEL COMPANY, Cambridge  
LUNDLIN ELECTRIC & MACHINE COMPANY, Boston  
LYNN SUPPLY COMPANY, Lynn  
MACE, ALBERT E., COMPANY, Roxbury  
MACY, R. H., COMPANY, New York  
MAINE STATE HIGHWAYS, Augusta, Me.  
MALDEN & MELROSE GAS & ELECTRIC COMPANY, Malden  
MANHASSET MANUFACTURING COMPANY, Putnam, Conn.  
MANNING, MAXWELL & MOORE, INC., Fitchburg  
MANTHORNE MARKET, West Roxbury  
MARINE HARDWARE COMPANY, Peabody  
MASON REGULATOR COMPANY, Milton  
MASSACHUSETTS DEPARTMENT OF PUBLIC UTILITIES, Boston  
MASSACHUSETTS INSTITUTE OF TECHNOLOGY, Cambridge  
MASSACHUSETTS PUBLIC WORKS DEPARTMENT, Division of Highways, Boston  
MASSACHUSETTS PUBLIC WORKS DEPARTMENT, Testing Laboratory, Boston  
McELWAIN, W. H., COMPANY, Manchester, N. H.  
McMICHAEL & COMPANY, Boston  
MELVILLE SHOE CORPORATION, Worcester  
MERRIMAC CHEMICAL COMPANY, North Woburn and Everett  
METROPOLITAN DISTRICT COMMISSION, Boston  
METROPOLITAN DISTRICT WATER SUPPLY COMMISSION, Boston  
MORGAN CONSTRUCTION COMPANY, Worcester  
MORSE TWIST DRILL & MACHINE COMPANY, New Bedford  
NATIONAL BISCUIT COMPANY, Boston  
NATIONAL COMPANY, Malden  
NATIONAL SHAWMUT BANK OF BOSTON  
NEW BEDFORD GAS & EDISON LIGHT COMPANY, New Bedford  
NEWBURYPORT Y. M. C. A., Newburyport  
NEW DEPARTURE MANUFACTURING COMPANY, Bristol, Conn.  
NEW ENGLAND CONFECTIONERY COMPANY, Cambridge  
NEW ENGLAND FUEL AND TRANSPORTATION COMPANY, Everett  
NEW ENGLAND POWER COMPANY, Worcester and Boston

NEW ENGLAND PRESSED STEEL COMPANY, Natick  
NEW ENGLAND STRUCTURAL COMPANY, Everett  
NEW LONDON SHIP & ENGINE COMPANY, Groton, Conn.  
NEW YORK, NEW HAVEN & HARTFORD RAILROAD  
NORFOLK IRON WORKS, Quincy  
NORFOLK PAINT & VARNISH COMPANY, Norfolk Downs  
NORTHEASTERN UNIVERSITY, Boston  
NORTH PACKING & PROVISION COMPANY, East Cambridge  
NORTON COMPANY, Worcester  
OXFORD PAPER COMPANY, Rumford, Me.  
PANTHER RUBBER MANUFACTURING COMPANY, Stoughton  
PARKS-CRAMER COMPANY, Fitchburg  
PIERCE COMPANY, S. S., Boston  
PLYMOUTH ELECTRIC LIGHT COMPANY, Plymouth  
PNEUMATIC SCALE CORPORATION, Norfolk Downs  
PORTLAND, MAINE, DEPARTMENT OF PUBLIC WORKS  
RAWSON ELECTRICAL INSTRUMENT COMPANY, Cambridge  
REFRIGERATING MACHINERY COMPANY, Boston  
REED & BARTON, Taunton  
RIDLON, FRANK, COMPANY, Boston  
ROXBURY IRON & METAL COMPANY, Dorchester  
RUBBER WELD SALES COMPANY, Cambridge  
RUGGLES-KLINGEMANN MANUFACTURING COMPANY, Salem  
RUSSELL BOX COMPANY, Waltham  
SACO-LOWELL SHOPS, Newton Upper Falls  
SAMSON ELECTRIC COMPANY, Canton  
SANBORN COMPANY, Instrument Manufacturers, Cambridge  
SAYLES FINISHING PLANTS, Saylesville, R. I.  
SEARS, ROEBUCK & COMPANY, Boston  
SAWYER & MURPHY, New Bedford  
SAWYER, HENRY L., COMPANY, Framingham  
SECOND NATIONAL BANK OF BOSTON  
SHEPARD STORES, THE, Boston  
SIMONS KNITTING MILL, Needham Heights  
SIMPLEX WIRE AND CABLE COMPANY, Cambridge  
SIMPSON BROTHERS CORPORATION, Boston  
SKINNER ORGAN COMPANY, Dorchester  
SKINNER, SHERMAN & ESSELEN, INC., Boston  
SOMERVILLE MACHINE & FOUNDRY COMPANY, Somerville  
SPAULDING-MOSS COMPANY, Boston  
SPRINGFIELD GAS LIGHT COMPANY, Springfield  
STAFFORD COMPANY, THE, Readville  
STANLEY ELECTRIC TOOL COMPANY, New Britain, Conn.  
STARRETT, L. S., TOOL COMPANY, Athol  
STATE OF NEW YORK, DEPARTMENT OF PUBLIC WORKS, Poughkeepsie, N. Y.  
STONE & WEBSTER, INC., Boston  
STORRS & BEMENT, Boston  
STRATHMORE PAPER COMPANY, Woburn  
STUDEBAKER SALES COMPANY, Boston  
STURTEVANT, B. F., COMPANY, Hyde Park  
SUBMARINE SIGNAL CORPORATION, Boston  
SULLIVAN MACHINE COMPANY, Claremont, N. H.  
TILO ROOFING COMPANY, Somerville  
TOWER MANUFACTURING COMPANY, Boston  
TUCKER ANTHONY & COMPANY, Boston  
TURNER CONSTRUCTION COMPANY, Boston  
TURNER TANNING MACHINERY COMPANY, Peabody  
UNDERWOOD TYPEWRITER COMPANY, Hartford, Conn.

UNION TWIST DRILL COMPANY, Athol  
UNITED ELECTRIC LIGHT COMPANY, Springfield  
UNITED ELECTRIC RAILWAYS COMPANY, Providence, R. I.  
UNITED LIFE & ACCIDENT INSURANCE COMPANY, Boston  
UNITED SHOE MACHINERY CORPORATION, Beverly  
UNIVERSAL HOIST & BODY COMPANY, Everett  
UPHAMS CORNER MARKET, Uphams Corner  
VISCOLOID COMPANY, Leominster  
WALDORF SYSTEM, INCORPORATED, Boston  
WALKER & PRATT MANUFACTURING COMPANY, Watertown  
WALTHAM WATCH COMPANY, Waltham  
WARD'S STATIONERS, Boston  
WELD, GREW & COMPANY, Boston  
WELLESLEY COLLEGE, Wellesley  
WESTERN UNION TELEGRAPH COMPANY, Boston  
WESTINGHOUSE ELECTRIC & MANUFACTURING COMPANY, Springfield  
WETMORE-SAVAGE COMPANY, Boston  
WEYMOUTH LIGHT & POWER COMPANY, Weymouth  
WHIDDEN BEEKMAN COMPANY, Boston  
WHITE & COMPANY, R. H., Boston  
WHITTEN, EDMUND S., COMPANY, Boston  
WIRELESS SPECIALTY APPARATUS COMPANY, Jamaica Plain  
WOBURN MACHINERY COMPANY, Woburn  
WOLLASTON FOUNDRY COMPANY, Norfolk Downs  
WOODS, S. A., MACHINE COMPANY, Boston  
WORCESTER ELECTRIC LIGHT COMPANY, Worcester  
YOUNG, RICHARD, COMPANY, Boston

## *Relation of Northeastern University To Secondary Schools*

Northeastern University is democratic in spirit. Its students come from all walks of life. They come from small schools and large schools, both public institutions and private academies. They are from wealthy families as well as from those that are in moderate circumstances.

At the same time, Northeastern University is peculiarly adapted to the high school graduate with limited financial resources who has the ambition and ability to get ahead if given the opportunity.

The following list of high schools is representative of the schools from which the students in the Day Division, Northeastern University, have graduated:

Abington High School	Beverly High School
Adams High School	Boston College High School
Afton (N. Y.) High School	Boston English High School
Allen Military Academy (Newton)	Boston High School of Commerce
Amesbury High School	Boston Latin School
Amherst High School	Boston Trade School
Anatolia College (Salonica, Greece)	Bourne High School
Annapolis Royal Academy	Bradford (Vt.) Academy
(Annapolis Co., Nova Scotia)	Braintree High School
Ansonia (Conn.) High School	Brattleboro (Vt.) High School
Arecibo (Porto Rico) High School	Brewster Academy (Wolfeboro, N. H.)
Arlington High School	Bridge Academy (Dresden Mills, Me.)
Aroostook Central Institute	Bridgewater High School
(Mars Hill, Me.)	Brighton High School
Ashland High School	Bristol (Conn.) High School
Athol High School	Bristol (N. H.) High School
Attleboro High School	Bristol High School (Pemaquid, Me.)
Avon High School	Brockton High School
Ayer High School	Bromfield High School (Harvard)
Babylon (N. Y.) High School	Brookfield High School
Bacon Academy (Colchester, Conn.)	Brookline High School
Baldwinsville (N. Y.) High School	Bulkeley High School
Bangor (Me.) High School	(New London, Conn.)
Barnstable High School (Hyannis)	Cambridge High and Latin School
Bartlett High School (Webster)	Camden (Me.) High School
Barton (Vt.) High School	Canaan (Vt.) High School
Bassano High School (Alberta, Can.)	Candia (Greece) High School
Belchertown High School	Caribou (Me.) High School
Belfast (Me.) High School	Chapman Technical School
Belmont High School	(New London, Conn.)
Benson Polytechnic School	Chauncy Hall Preparatory School
(Portland, Oregon)	(Boston)
Berkeley Preparatory School (Boston)	Chelmsford High School
Berlin (N. H.) High School	Chelsea High School
Berwick Academy (So. Berwick, Me.)	Chelsea (Vt.) High School
Bethel (Conn.) High School	Chester (Conn.) High School



- Chicopee High School  
Cincinnatus (N. Y.) High School  
Clinton High School  
Cohasset High School  
Cohocton (N. Y.) High School  
Colby Academy (New London, N. H.)  
Concord High School  
Concord (N. H.) High School  
Cory High School (Augusta, Me.)  
Corinth (N. Y.) High School  
Danbury (Conn.) High School  
Danvers High School  
Dartmouth High School  
Dean Academy (Franklin)  
Dedham High School  
Deering High School (Portland, Me.)  
Dewitt Clinton High School  
(New York, N. Y.)  
Dorchester High School  
Douglas (Ariz.) High School  
Douglas High School (Baltimore, Md.)  
Drury High School (North Adams)  
Dwight & Stuyvesant High School  
(New York, N. Y.)  
East Boston High School  
East Bridgewater High School  
Easthampton High School  
East Hartford (Conn.) High School  
East High School (Rochester, N. Y.)  
E. Maine Conference Seminary  
(Bucksport, Me.)  
East Millerick High School  
(Erie, Penn.)  
Ellsworth (Me.) High School  
Emerson High School  
(W. Hoboken, N. J.)  
Everett High School  
Exeter (N. H.) High School  
Fairhaven High School  
Fall River High School  
Farmington High School  
(Unionville, Conn.)  
Fitchburg High School  
Flushing (N. Y.) High School  
Ft. Covington (N. Y.) High School  
Foxboro High School  
Framingham High School  
Franklin High School  
Franklin (N. H.) High School  
Franklin Union (Boston)  
Fred Douglas High School  
(Cambridge)  
Fredonia (N. Y.) High School  
Freehold (N. J.) High School  
Gardiner (Me.) High School  
Gardner High School  
General Electric Training School  
(Lynn)  
Gilbert School (Winsted, Conn.)  
Gloucester High School  
Good Will High School (Hinckley, Me.)  
Grafton High School  
Great Barrington High School  
Great Neck (N. Y., High School)  
Greely Institute (Cumberland, Me.)  
Greenfield High School  
Greenville (Me.) High School  
Groton (Vt.) High School  
Groveland High School  
Hamilton High School  
Hampstead (N. H.) High School  
Hampton (N. H.) Academy  
Hanover High School  
Hanover (N. H.) High School  
Hartford (Conn.) Public High School  
Hartford High School  
(White River Junction, Vt.)  
Haverhill High School  
Haverling High School (Bath, N. Y.)  
Hebron (Me.) Academy  
Hingham High School  
Holbrook High School  
Holden High School  
Holley (N. Y.) High School  
Holliston High School  
Holyoke High School  
Homer (N. Y.) Academy  
Hopedale High School  
Houlton (Me.) High School  
Howard High School  
(W. Bridgewater)  
Hudson High School  
Hudson (N. Y.) High School  
Huntington School (Boston)  
Hyde Park High School  
Ithaca (N. Y.) High School  
Jamaica Plain High School  
Johnson High School (N. Andover)  
Johnson (Vt.) High School  
Johnston (N. Y.) High School  
Joplin (Mo.) High School  
Jordan High School (Lewiston, Me.)  
Keene (N. H.) High School  
Kents Hill (Me.) Seminary  
Killingly High School  
(Danielson, Conn.)  
Kingfield (Me.) High School  
Kingston High School  
Kingston (N. Y.) High School  
Lawrence Academy (Groton)  
Lawrence High School (Falmouth)  
Lawrence High School  
Leavenworth High School  
(Waterbury, Conn.)  
Lee High School  
Leominster High School  
Lewis High School  
(Southington, Conn.)

- Lexington High School  
 Lincoln High School  
     (Paducah, Ky.)  
 Littleton High School  
 Livermore Falls (Me.) High School  
 Liverpool High School  
     (Nova Scotia, Canada)  
 Lockport (N. Y.) High School  
 Los Angeles Polytechnic School (Cal.)  
 Lowell High School  
 Lowell Institute (Boston)  
 Lynn Classical High School  
 Lynn English High School  
 Madison (Me.) High School  
 Malden High School  
 Mamaroneck (N. Y.) High School  
 Manchester (N. H.) High School  
 Manning High School (Ipswich)  
 Mansfield High School  
 Marblehead High School  
 Marion (N. Y.) High School  
 Marlboro High School  
 Maynard High School  
 Mechanic Arts High School (Boston)  
 Medfield High School  
 Medford High School  
 Medway High School  
 Melrose High School  
 Meriden (Conn.) High School  
 Middleboro High School  
 Middletown (Conn.) High School  
 Middletown (N. Y.) High School  
 Milford High School  
 Milo (Me.) High School  
 Milton High School  
 Mincola (N. Y.) High School  
 Montgomery (N. Y.) High School  
 Montpelier (Vt.) High School  
 Morris Run (Pa.) High School  
 Morristown (N. J.) High School  
 Mt. Hermon School  
 Mumenas, Pr., High School  
     (Kovno, Lithuania)  
 Nantucket High School  
 Nashua (N. H.) High School  
 Natick High School  
 Naugatuck (Conn.) High School  
 Needham High School  
 New Bedford High School  
 New Bedford Vocational School  
 New Boston (N. H.) High School  
 New Britain (Conn.) High School  
 Newburyport High School  
 New England Preparatory School  
     (Boston)  
 New Hampton (N. H.) Literary Inst.  
 New Haven (Conn.) High School  
 New London (Conn.) Vocational School  
 New Milford (Conn.) High School  
 Newport High School (Detroit, Me.)  
 Newport (Vt.) High School  
 New Port High School (Wanamie, Pa.)  
 New Salem Academy  
 Newton Parochial High School  
 Newton Classical High School  
 Newton Vocational School  
     (Newtonville)  
 Northampton High School  
 North Attleboro High School  
 North Brookfield High School  
 Northeastern Preparatory School  
     (Boston)  
 Northfield High School  
 North Tonawanda (N. Y.) High School  
 North Yarmouth (Me.) Academy  
 Norton High School  
 Norway (Me.) High School  
 Norwell High School  
 Norwich High School (Ontario, Can.)  
 Norwood High School  
 Old Town (Me.) High School  
 Oliver Ames High School  
     (North Easton)  
 Orange High School  
 Oswego (N. Y.) High School  
 Park Ridge (N. J.) High School  
 Parsonfield (Me.) Seminary  
 Paterson (N. J.) High School  
 Pawtucket (R. I.) High School  
 Peabody High School  
 Pepperell High School  
 Peterboro (N. H.) High School  
 Phillips Andover Academy  
 Pittsfield High School  
 Plymouth High School  
 Portland (Me.) High School  
 Port Washington (N. Y.) High School  
 Pratt High School (Essex, Conn.)  
 Prattsburg High School (N. Y.)  
 Prince of Wales College  
     (Charlottetown, P. E. I., Canada)  
 Princeton (Me.) High School  
 Proctor (Vt.) High School  
 Providence (R. I.) Technical High  
     School  
 Pundarch High School (Andover)  
 Putnam (Conn.) High School  
 Quincy High School  
 Randolph (Vt.) High School  
 Reading High School  
 Redondo Beach (Cal.) High School  
 Rensselaer (N. Y.) High School  
 Revere High School  
 Rezende Collegio  
     (Rio de Janeiro, Brazil)  
 Richards High School  
     (Newport, N. H.)  
 Richford (Vt.) High School

- Ridgewood (N. J.) High School  
Rindge Technical School (Cambridge)  
Rochester (Vt.) High School  
Rockland High School  
Rockport High School  
Rogers High School (Newport, R. I.)  
Rome (N. Y.) Free Academy  
Sabbatus (Me.) High School  
Salem High School  
Sacred Heart High School  
(Gallup, New Mexico)  
Sanderson Academy (Ashfield)  
Saugus High School  
Scarboro (Me.) High School  
Scituate High School  
Sharon High School  
Shead Memorial High School  
(Eastport, Me.)  
Shelton (Conn.) High School  
Shrewsbury High School  
Skowhegan (Me.) High School  
Solon (Me.) High School  
Somersworth (N. H.) High School  
Somerville High School  
South Amboy (N. J.) High School  
South Manchester (Conn.) High School  
South Orange (N. J.) High School  
South Paris and Norway (Me.) High School  
South Portland (Me.) High School  
South Roylston (Vt.) High School  
Spaulding High School (Barre, Vt.)  
Springfield (Vt.) High School  
Springfield Technical School  
Springfield Commerce High School  
Stafford High School  
(Stafford Springs, Conn.)  
St. George's High School  
(Tenant's Harbor, Me.)  
St. John's (Mich.) High School  
St. John's High School  
(New Brunswick, Canada)  
St. John's Preparatory School (Danvers)  
St. Mary's High School (Taunton)  
Stephens High School (Rumford, Me.)  
Stevens High School (Claremont, N.H.)  
Stoneham High School  
Stonington (Conn.) High School  
Stoughton High School  
Stow (Vt.) High School  
Stratford (Conn.) High School  
Suffern (N. Y.) High School  
Suffield (Conn.) High School  
Sutton High School  
Swampscott High School  
Symferopol School (Russia)  
Taunton High School  
Templeton High School  
Thayer Academy (So. Braintree)  
Thetford (Vt.) Academy  
Thomaston (Conn.) High School  
Tilton (N. H.) Seminary  
Tisbury High School (Vineyard Haven)  
Torrington (Conn.) High School  
Tourellotte Memorial High School  
(Thompson, Conn.)  
Townsend High School  
Troy Conference Academy  
(Poultney, Vt.)  
Turner Falls High School  
Uxbridge High School  
Waitsfield (Vt.) High School  
Wakefield High School  
Walpole High School  
Waltham High School  
Wareham High School  
Warren (Me.) High School  
Warwick High School  
(Apponaug, R. I.)  
Washington High School  
(Meriden, Conn.)  
Washington Depot (Conn.) High School  
Watertown High School  
Wayland High School  
Wellesley High School  
Wells High School (Southbridge)  
Wentworth Institute (Boston)  
West High School (Rochester, N. Y.)  
Westboro High School  
Westbrook (Me.) Seminary  
West Haven (Conn.) High School  
Weston High School  
West Roxbury High School  
West Springfield High School  
Weymouth High School  
Whitman High School  
Wilby High School  
(Waterbury, Conn.)  
Williamsburg High School  
Williamstown (Vt.) High School  
Williston Seminary (Easthampton)  
Wilmington High School  
Wilton (Me.) Academy  
Winchester High School  
Windsor (Conn.) High School  
Winter Harbor (Me.) High School  
Winthrop High School  
Woburn High School  
Worcester Classical High School  
Worcester Commercial High School  
Worcester English High School  
Worcester North High School  
Worcester South High School  
Wrentham High School  
Yonkers (N. Y.) High School

## *Specific Educational Aims*

The following aims, partially responsible for the recognition accorded the School, constitute its educational policy.

*First:* To offer that type of education for business which will enable students to select more advisedly the field of business best suited to their aptitudes.

*Second:* To build for breadth of perspective in preference to over-specialization with its narrowing effects; therefore, to eliminate haphazard selection of courses, through concentration upon balanced, carefully co-ordinated curriculums, and, thus, to provide an adequate background for specialization as need arises.

*Third:* In accordance with the highest development in education for business, to provide primarily a sound knowledge of fundamental business laws through systematic study of basic business methods, practices, principles.

*Fourth:* To develop habits of accurate thinking essential to sound judgment; to develop analytical power, because of its effectiveness as a method of approach to the executive's problems.

*Fifth:* To develop the all-round man.

## *Methods of Instruction*

In order that these aims may be realized, the School has rejected the traditional lecture methods. Of course, there must always be lectures; nevertheless, where possible, the problem and the case method obtain instead. Mere textbook reading is almost valueless; students tend to accept without question what the textbook presents. Instead, they should learn to analyze every proposition, to challenge unsupported assertions, to think independently, and to support their thinking with logic and facts.

Hence, concrete problems and cases which executives have faced in Accounting, Marketing, Organizing, and the like, constitute the bulk of class work. Students analyze problems, break them into their constituent parts, discover and list the factors for and against possible solutions, and work out a logical conclusion. In class they discuss their work with their instructors in the light of the latter's broader knowledge.

Such a method tends to develop an executive attitude. No lecture or mere reading of textbooks can do so. Students gain skill and facility in solving problems by actually solving many hundreds of them, thereby accumulating a ripe experience seldom open to the petty employee buried in routine and mechanical



detail. What counts in business, as elsewhere, is not solely whether one possesses so much knowledge, but whether one can through his knowledge logically and effectively solve the problems he confronts, or even prevent problems from arising. Experience in solving typical problems provides a background for anticipating and forestalling similar ones as well as for solving others that may arise.

## *Educational and Vocational Guidance*

Northeastern University includes in its responsibility to students not only scientifically constructed courses of instruction but also, to the extent of its power, scientific educational guidance.

This guidance and study should go hand in hand. The student should not be left to grope his way blindly; every facility of educational research should be placed at his disposal both to help him bridge the gap between high school and university methods and to eliminate as far as possible the terrific wastage of time involved in the trial and error approach to choosing a career and preparing for it.

The School of Business Administration utilizes the following methods of student guidance:

### *I. Orientation Period*

A student coming from a secondary school to a university finds that his whole life has undergone a sudden change.

Educationally he is thrown upon his own responsibility in the matter of discipline and study; socially, he has entered an entirely different environment with conflicting claims; financially, he is challenged with a more independent administration of his personal affairs; morally, he finds new temptations and perplexing questions which he must successfully meet. Further than this, if not continuing to live at home, he finds that he has not that ready counsel and advice of his parents which he has had up to this time.

To help students adjust themselves to these new conditions, a series of meetings is held on the Thursday, Friday, and Saturday preceding the formal opening of school. All freshmen are required to report at the School for this Orientation period.

### *II. Special Lectures*

Assemblies are held at regular periods, upon which attendance of students is required.

At these assemblies, lecturers, each a specialist in a distinct field, lay before the student the results of their experience. The



lecturers are, for the most part, prominent business and professional men. They are selected in such a way as to present to the students the broader phases of human relationships leading to an appreciation of the complex problems of social life and of the necessity for broadly trained citizenship.

In many instances special lecture periods culminate in an open forum, in which students have the privilege of asking questions on particular points brought out by the lecturer. Conferences may also be arranged with him for discussing personal problems.

### *III. Personal and Group Surveys of Business*

As constantly as possible, in all study, practical operations should be linked with theory. To provide that combination, certain courses involve field trips to business organizations and industrial concerns where students make surveys of location, equipment, organization, and methods. Such vital contact results from the co-operation of certain commercial and industrial concerns which invite inspection of their plants and study of their problems and methods. Thus, not infrequently, the manager or president of an organization reveals to these students plans, problems, and methods that books do not commonly touch. In turn, the students utilize the experience so gained as the basis of written reports, and of class discussions.

### *IV. Business Experience*

Valuable as these trips and surveys are they do not test the student's business ability and interest. Therefore, in addition to practical surveys, actual business experience is deemed fundamental during the course of a student's training, both as a supplement to his studies and as a preparation for business activities. Hence the co-operative plan described elsewhere in detail.

### *V. Personal Analysis*

In connection with each of the preceding methods of guidance, the School makes an intimate study of the student's personality, interests, and ability.

### *VI. Guidance*

On the basis of the data secured which take into account the various factors of the student's personal history, the School offers guidance along the following lines:

(a) *Personal Development.* Each student is assigned to an adviser who confers with him regularly throughout the school year. This adviser has available for guidance in counseling a student the information which has been assembled in the School

office. Attention is not only given to the problems of the student in connection with his studies, but the service is extended to include advice upon any problem in which advice is needed and desired, the aim being to guide the student to the fullest possible personal development.

(b) *Individual Ability*. The school record of each student is carefully analyzed in the light of what could reasonably be expected of him, considering his previous school record, his score on the psychological test, and the other factors in his case. If he is not doing his best work, an investigation is made to determine and eliminate the causes. If he is doing as well as could be expected or better, he is encouraged to continue to do so. In other words, each student is held to the most effective work possible, through advice, encouragement, and assistance.

(c) *Business Career*. Each student, on the basis of his historical record, of his college grade, of his personal analysis, and of his accomplishment in the university, acquires a much more definite knowledge as to his adaptability to business and the general field in which he is most likely to succeed. This guidance is presented carefully not with the purpose of choosing for the student, but rather of assisting him to analyze his problem and make a choice for himself.

(d) *Change of Goal*. Students obviously not adapted to the type of work offered, will be definitely and frankly advised to change their goal and type of training. In some instances, this change will necessitate transfer to another institution.

This sixfold plan of guidance constitutes the chief contribution of the School from the standpoint of helping the student to measure himself and to choose his career. Equally constructive methods are involved from the viewpoint of that educational training which, while helping the student to make his choice more advisedly, will also prepare him to meet more successfully the demands of the business he enters.

## *Requirements for Admission Day Division*

### *General Requirements*

The student must have completed an accredited course of study in an accredited high school *in which he has shown at least average ability*. The completion of fifteen acceptable units with a degree of proficiency acceptable to the Department of Admissions is equivalent to this requirement. This is regarded as the minimum.

A unit is the credit given to a secondary school subject performed during four or five periods, of not less than forty minutes a week throughout an entire school year. Credit in units is never allowed on certificates of tutors. Certificates of entrance examinations passed for admission to other colleges and technical schools may be accepted in lieu of entrance examinations. The Committee on Admission reserves the right to require a candidate to present himself for examination in any subjects that it may deem necessary. Credits offered in fulfillment of the entrance requirements cannot again be applied in lieu of credits which are ordinarily received during the college course. Students who obtain admission by certificate and later show marked deficiency in entrance requirements will be requested to withdraw.

Parents and guardians should bear in mind that in general a student is likely to be more successful in his college work if he does not enroll under the age of sixteen.

Every applicant must furnish references as to his character. In addition he must possess mental and physical ability and a determination to work hard. He must present evidence that it is reasonable to assume that he will make a success of both his studies and his co-operative work. The co-operative plan of operation forces the University to be very exacting in the physical requirements which must be met by the applicant for admission. Even though slight, physical handicaps may interfere very materially with the thoroughness of the training and service which may be rendered to an applicant.

### *Acceptability for Co-operative Work*

The Day Division can serve effectively only such students as it can place advantageously at co-operative work. Therefore, although the Schools of Engineering and Business Administration are non-sectarian and do not of themselves discriminate among

students of various races or creeds, they do nevertheless in fairness to applicants discourage those who because of physical disability or racial affiliation would not be favorably considered by co-operating agencies. See page 36, paragraph 2. Students who wish to inquire about their probable status with co-operating firms will be frankly advised by the Director of Admissions on the basis of past experience.

### *Division Assignment*

Students are admitted to the freshman class at the opening of the school year in September and again in the latter part of December. Students admitted in December complete all of the work of the freshman year about the middle of July; those admitted in September complete their year about the middle of April.

Eligibility for admission does not constitute registration. The University must reserve the right to assign applicants to registration in either September or December. No student is considered to have met the requirements for admission until he has successfully passed a required physical examination indicating his physical fitness for the co-operative program.

### *Specific Requirements for Admission—Engineering School*

The applicant to be accepted as a regular student and as a candidate for the degree must meet the general requirements already stated and in addition must have included in his course of study the six required units listed below this paragraph. All applicants should have been graduated from the scientific, classical, or college preparatory course.

#### *Required Subjects*

English	3 Units
Algebra	1 Unit
Geometry	1 Unit
Physics	1 Unit

—  
6 Units

### *Specific Requirements for Admission—School of Business Administration*

The applicant to be accepted as a regular student and as a candidate for the degree must meet the general requirements for admission to the Day Division and in addition must have in-

cluded in his course of study the six required units listed below this paragraph.

*Required Subjects*

English	3 Units
Algebra	1 Unit
Natural Science	1 Unit
Social Science	1 Unit
<hr/>	
	6 Units

*Entrance Examinations in Boston*

Students who are deficient in required units for admission may remove these deficiencies by examination. Such examinations are held at 316 Huntington Avenue, Boston, in December, June, and September of each year.

Students are advised to attend the December or June examinations, if possible, in order that any deficiencies still existing may be made up in September.

The time of examinations is as follows:

10.00 A.M. to 12 M.

1.00 P.M. to 3.00 P.M.

During the current year the examinations will be given on the following days: June 10, 1931; September 2, 1931; December 16, 1931.

All other examinations will be given by special assignment.

No fees are to be paid at the time of the examination.

*Provisional Acceptance*

When, for any reason, it is deemed advisable, the University reserves the right to place any entering student upon a period of trial. Whether he shall be removed from trial at the end of this time or requested to withdraw will be determined by the character of the work he has accomplished and his conduct during this trial period.

*Application for Admission*

Each applicant for admission to either Day Division School is required to fill out an application blank whereon he states his previous education, as well as the names of persons to whom reference may be made in regard to his character and previous training.

An application fee of five dollars (\$5) is required when the application is filed. This fee is non-returnable.

The last page of this catalog is in the form of an application



blank. It should be filled out in ink and forwarded with the required five dollar fee to Milton J. Schlagenhauf, Director of Admissions, 316 Huntington Avenue, Boston, Mass. Checks should be made out to Northeastern University.

Candidates are urged to visit the office of Admissions for personal interview whenever it is possible for them to do so before submitting their applications. Office hours of the Department are from 9.00 A.M. to 4.00 P.M. daily; Saturdays to 12.00 M. The Director of Admissions will interview applicants on Wednesday evenings but by appointment only.

Upon receipt of the application, properly filled out, the School at once looks up the applicant's references and high or secondary school records. When replies have been received to the various inquiries instituted, the applicant is at once advised as to his eligibility for admission.

**To be assured of a place in the entering class applicants for Division A should file their applications prior to April 15th of the year in which they expect to enter. For the same reason applications for Division B should be filed prior to September 1st.**

### *Preparatory Schools*

Day and evening preparatory schools are conducted in conjunction with Northeastern University. Students having entrance conditions, or requiring further preparation for the entrance examinations, may avail themselves of these opportunities to cover the desired work.

### *Transportation*

The chief railroad centers of Boston are the North and South Stations. From the North Station board a car going to Park Street at which junction transfer to any Huntington Avenue car. At South Station board a Cambridge subway train for Park Street Under. There change to a Huntington Avenue car and alight at Gainsborough Street a short distance from the Main Building of Northeastern University.

### *Residence*

It has been found to be much more satisfactory for the student to live within easy access of Boston, especially during periods in school, than to live out twenty-five or thirty miles. The saving of time and effort more than offsets any increased expense.

Residence in Boston is advisable, as it gives the student oppor-

tunity to use the college facilities outside of class hours, and to confer more easily with his instructors about his college work. It also gives him a wider range in the choice of a co-operative job, since he can readily report for early work, if necessary, which is often impossible if the student lives at a distance from Boston. Moreover, residence in Boston gives the student close connection with the activities of college life.

### *Dormitories*

At present the School does not maintain dormitories. Provision, however, is made to secure rooms in the vicinity of the School. For information relative to such housing write the Director of Admissions.

Rooms in the dormitory of the Huntington Avenue Branch of the Boston Y. M. C. A. may be secured only through the Housing Department of the Branch. The applicant must present himself in person to a representative of the Department before assignment will be made.

Applicants desiring to room in the Association dormitory are advised to write the Housing Department of the Huntington Avenue Branch, 316 Huntington Avenue, Boston, Massachusetts.

## *Detailed Information*

### *Location*

The University is housed in the three buildings of the Association, the Laboratory Building on St. Botolph St., in the rear of the Main Buildings, and the Huntington Building opposite the Main Buildings.

The buildings are located on Huntington Avenue, just beyond Massachusetts Avenue, and are within easy access to the various railroad stations, and the business and residential sections. A map is shown on page 64.

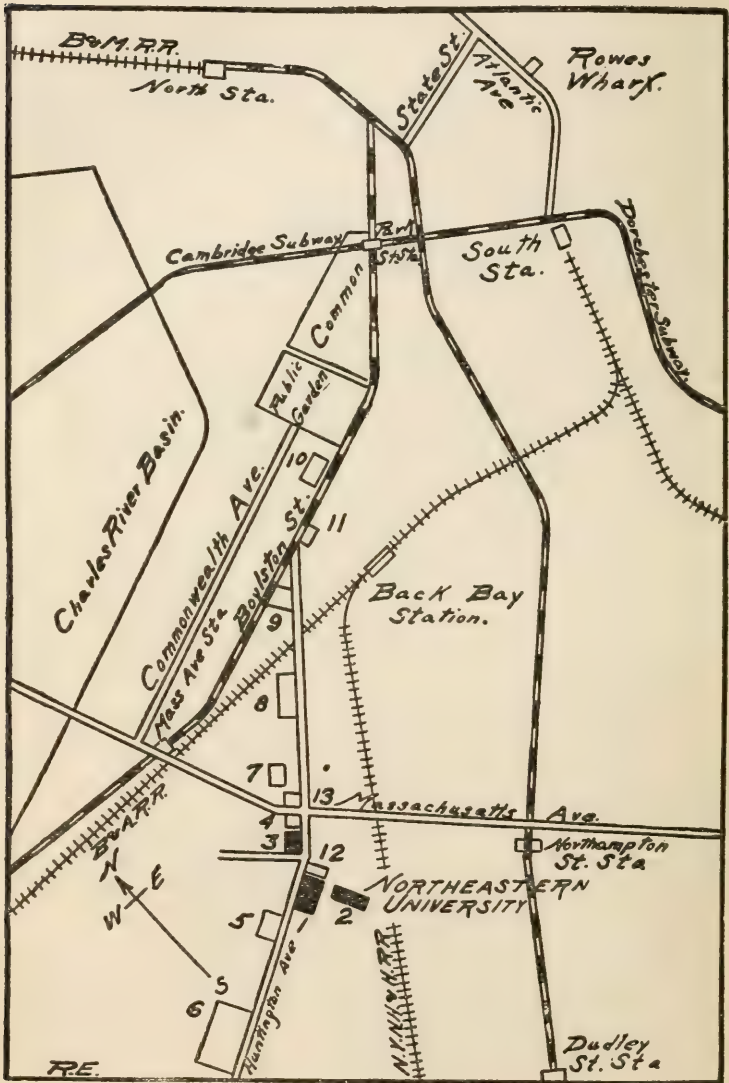
### *Housing Regulations*

We are compelled to make agreements with the landladies who furnish accommodations for our students. The University endeavors to exercise due consideration and care for the student's welfare while in residence at School. These combined facts necessitate the adoption of rules and regulations presented herewith.

1. Assignments will be made when the student registers.
2. Students may inspect rooms before accepting an assignment; after reaching a decision students must notify the office of the Director of School Administration, 351M.
3. Students who accept room assignments must retain same for the period of their residence, unless given permission by the Director of School Administration to change.
4. Students are not permitted to live in unsupervised quarters. Under no conditions are groups of students permitted to lease apartments without prior approval of the Director of School Administration.
5. Students are not permitted to engage rooms without the prior approval of the school. Those violating this understanding will be required to give up such rooms immediately and will be assigned by the school to approved quarters.
6. Violation of any of the above rules is considered a breach of discipline and will be dealt with accordingly.
7. Every student whether living at home or away from home is required to return the room registry card mailed to him at the time of the assignment of division.

### *School Year*

The First Semester for Division A begins each year on the second Monday in September, this constituting the beginning of the school year for all students.



MAP OF IMMEDIATE VICINITY



BANK MESSENGER WORK

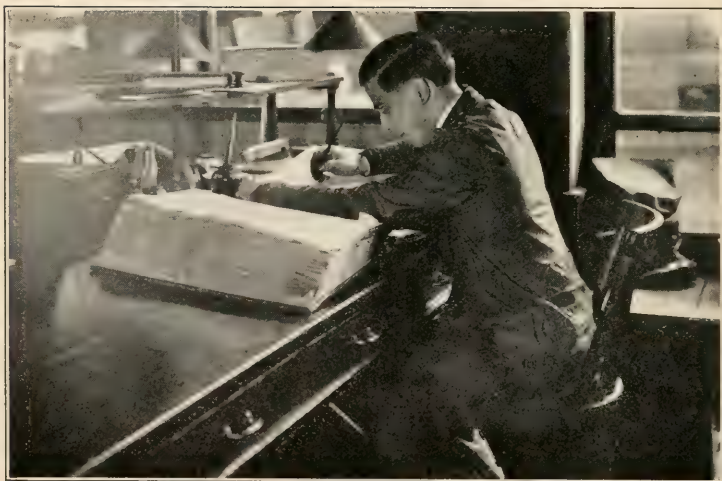


COST DEPARTMENT WORK — CO-OPERATIVE TRAINING





KEEPING STATISTICAL RECORDS



BOOKKEEPING WITH A CO-OPERATING FIRM

*Key to Map*  
*Northeastern University and Vicinity*

1. ADMINISTRATION BUILDING, BOSTON Y. M. C. A.
2. LABORATORY BUILDING
3. HUNTINGTON BUILDING
4. SYMPHONY HALL
5. BOSTON OPERA HOUSE
6. BOSTON MUSEUM OF FINE ARTS
7. CHRISTIAN SCIENCE CHURCH
8. MECHANICS EXHIBITION HALL
9. BOSTON PUBLIC LIBRARY
10. MUSEUM OF NATURAL HISTORY
11. TRINITY CHURCH
12. NEW ENGLAND CONSERVATORY OF MUSIC
13. HORTICULTURAL HALL

### *Freshman Orientation Period*

In order that freshmen may be ready to pursue their academic work with greater composure and be somewhat acclimated, preceding the beginning of scholastic work, three or four days of each term are devoted to a Freshman Orientation Period. During this time freshmen are given the necessary physical examination, advised as to school administration, and assisted in every way possible in order that they may be prepared to begin serious study and work on the first day of the school term. All freshmen are required to attend all exercises scheduled during the Orientation Period.

### *Physical Examination*

All freshmen receive a thorough physical examination at the School during the Orientation Period. All students are expected to report promptly at the appointed time for examination. Those who fail to appear at the appointed time will be charged a special examination fee of two dollars (\$2).

### *Scholastic Year for Seniors*

Seniors of either division, who are candidates for a degree in the current year, must have completed all academic work; class assignments, theses, regular and special examinations, before twelve o'clock noon of the Saturday next following the close of recitations for seniors, but in no case will the interval allowed be less than one week.

### *Attendance*

Students are expected to attend all exercises in the subjects they are studying unless excused by the Director of School Administration. Exercises are held, and students are expected to devote themselves to the work of the School, between 9.00 A.M. and 5.00 P.M. except for an hour lunch period, on every week day except Saturday. Saturday classes are held only between 9.00 A.M. and 1.00 P.M.

### *Five-year Curriculums*

The School of Engineering offers five-year college curriculums in collaboration with co-operating firms, in the following branches of engineering, leading to the Bachelor of Science degree in

1. Civil Engineering
2. Mechanical Engineering
3. Electrical Engineering
4. Chemical Engineering
5. Industrial Engineering

The School of Business Administration offers five-year college curriculums in collaboration with co-operating firms in the following fields of business, leading to the degree of Bachelor of Science in Business Administration:

1. Accounting
2. Banking and Finance
3. Business Management

Descriptions of the curriculums and schedules showing the subjects of instruction included will be found on succeeding pages.

### *Tuition and Fees, Day Division Schools*

The Tuition fee in each curriculum is one hundred and ninety dollars (\$190) per year for all students on the co-operative plan.

Tuition and fees for all students are payable as indicated below:

#### *For Freshmen*

<i>Date Due</i>	<i>Division A</i>	<i>Tuition and Fees</i>
September 10, 1931		\$120.00
January 11, 1932		95.00
	<i>Division B</i>	
December 29, 1931		\$120.00
April 18, 1932		95.00

#### *For Upper-Classmen*

<i>Date Due</i>	<i>Division A</i>	<i>Tuition and Fees</i>
*September 14, 1931		\$75.00
November 23, 1931		55.00
February 1, 1932		55.00
April 11, 1932		30.00
	<i>Division B</i>	
*October 19, 1931		\$75.00
December 28, 1931		55.00
March 7, 1932		55.00
May 16, 1932		30.00
	<i>Division AA</i>	
*September 14, 1931		\$90.00
November 23, 1931		65.00
February 1, 1932		65.00
April 11, 1932		45.00
	<i>Division BB</i>	
*October 19, 1931		\$90.00
December 28, 1931		65.00
March 7, 1932		65.00
May 16, 1932		45.00

\* Chemical Engineering Students pay their deposit of \$10.00 additional.

Students who are registered for more school work than that prescribed in the catalogue for the year in which they are enrolled are charged two dollars (\$2) an hour per semester. In computing additional hours, the catalogue schedules are used and both hours of exercises and hours of preparation are counted.

Failure to make the required payments on time, or to arrange for such payments, is considered sufficient cause to bar the student from classes or suspend him from engineering practice until the matter has been adjusted with the Bursar.

### *General Library, Laboratory and Materials Fee*

All students are charged a general library, laboratory, and materials fee of ten dollars (\$10) each year. This fee is payable at the time of registration.

### *Student Activities Fee*

Each student in the Day Division is charged a student activities fee of fifteen dollars (\$15). Freshmen pay \$10 of this fee at the time of registration and \$5 with the second payment on tuition. Upper classmen pay five dollars (\$5) on this fee at the time of each of the first three payments on tuition. This fee supports in part certain student activities, and includes membership in the *Northeastern University Athletic Association*, subscription to *The Northeastern News*, the school paper, and subscription to the *Cauldron*, the school year book. The services of a physician are also available under this fee. Only minor ailments, however, are treated. Should the student show signs of more serious illness, he is immediately advised to consult a specialist or return to his home, where he can get more adequate treatment.

### *Chemical Laboratory Deposit*

All engineering students taking chemical laboratory work are required to make a deposit of ten dollars (\$10) at the beginning of each year, from which deductions are made for breakage, rentals, and destruction of apparatus in the laboratory. Any unused portion of this deposit will be returned to the student at the end of the school year. In case the charge for such breakage, rentals or destruction of apparatus is more than ten dollars (\$10), the student will be charged the additional amount.

### *Graduation Fee*

A fee of ten dollars (\$10) covering graduation is required by the University of all candidates for a degree. This fee must be paid at the beginning of the second semester of the student's senior year.



### *Payments*

All payments should be made at the bursar's office.

Checks should be made payable to Northeastern University.

### *Refunds*

The University assumes the obligation of carrying the student throughout the year. Instruction and accommodations are provided on a yearly basis; therefore no refunds are granted except in cases where students are compelled to withdraw on account of personal illness.

### *Books and Supplies*

All supplies may be purchased from the University Book Store at a cost of thirty dollars (\$30) to forty dollars (\$40) per year. Supplies for the engineering freshman aggregate more because drawing instruments and supplies amounting to approximately twenty dollars (\$20), which are for use throughout the entire curriculum of five years, must be purchased at the beginning of the freshman year.

### *\*Tabular Summary of Approximate School Expenses for the Freshman Year*

<i>Item</i>	<i>Low</i>	<i>Average</i>	<i>High</i>
Application Fee.....	\$5	\$5	\$5
Tuition.....	190	190	190
General Library and Laboratory Fee.....	10	10	10
Student Activities Fee.....	15	15	15
Room Rent (30 weeks).....	95	130	150
Board (30 weeks).....	200	275	350
**Books and Supplies.....	25	35	45
Laundry (30 weeks).....	25	35	40
Incidentals (30 weeks).....	30	60	100
Total.....	\$595	\$755	\$905

\*Compiled from expense returns made by the student body.

\*\*Engineering Freshmen should add approximately \$25 for the purchase of drawing instruments and equipment.

### *Students' Self-help*

Students who find it necessary to accept part-time jobs, while attending school, may through the Director of Co-operative Work obtain spare-time work doing odd jobs.

No student is justified in assuming that the University will "take care of his expenses" or guarantee to supply him with work sufficient to meet all his needs.

A student should have on hand at the time of registration

a reserve fund adequate to provide for immediate needs or unexpected contingencies. This should ordinarily amount to at least the first year's tuition plus the student activity and other fees, room rent and board for several weeks or a total of about \$500.

### *Elective Subjects*

Students electing courses not included in their curriculum will be required to take all examinations in such courses and to attain a passing grade in them before they will be eligible for a degree.

### *Status of Students*

The ability of students to continue their courses is determined by means of class-room work and examinations, but regularity of attendance and faithfulness to daily duties are considered equally essential.

When a student elects a curriculum, he is required to complete all courses included therein in order to graduate. No subject is to be dropped, or omitted, without the consent of the Administrative Committee and the approval of the Dean.

Any student failing to make a satisfactory record, either in school or practical work, may be removed from his position in practical work, or from the School.

### *Advanced Standing*

Students transferring from approved colleges will be admitted to advanced standing provided their record warrants. Whenever a student enters with advanced standing and later proves to have inadequate preparation in any of his pre-requisite subjects, the Faculty reserves the right to require the student to make up such deficiencies.

**Persons seeking advanced standing must arrange to have transcripts of their previous college records forwarded with their initial inquiry.**

### *Examinations*

Examinations covering the work of the term are usually held at the close of each term. Exceptions may be made in certain courses, where, in the opinion of the instructor, examinations are not necessary.

Condition examinations will be given in all subjects during the week of July 11, 1932, for Division A students, and the week of September 5, 1932, for Division B students. Condition ex-

aminations are not given for courses in which no final examination was given.

Special examinations may be arranged for only by vote of the Administrative Committee and for all such examinations the University requires the payment of a special fee of five dollars (\$5).

### *Probation*

Students are placed on probation either by the Executive Committee or the Administrative Committee. Failure to show proper respect for constituted authority; infringement of the rules and regulations of the University; disregard of obligations to a co-operating firm, etc., constitute insubordination. All matters of insubordination are handled by the Executive Committee and the penalty for such may be probation or expulsion from the University.

Failure to meet the standards set by the Administrative Committee, unless the failure is supported by causes wholly beyond the student's control, will necessitate the Committee's placing the student on probation.

Removal from probation is in the hands of the Committee placing the student thereon.

### *Rules of Standing in Scholarship*

A student's grade is officially recorded by letters, as follows:

- A superior attainment
- B above average attainment
- C average attainment
- D lowest passing grade
- F failure, removable by condition examination
- FF complete failure; course must be repeated
- I incomplete
- L used in all cases of the removal of a failure by condition examination

A mark of F in any particular subject entitles the student to make up the unsatisfactory work, or to take a condition examination. This letter is given for all grades below 60 per cent on intermediate reports.

A mark of FF denies the privilege of taking a condition examination, and the course must be repeated.

A mark of I is used for intermediate grades only and signifies that the course may not have progressed sufficiently far to give a grade or that the student has not had time to make up work lost through excusable enforced absence from class.

A mark of L is used to denote the removal of a failure by condition examination, or by summer term review work.

A student who does not remove a condition before that course is again scheduled, a year later, must repeat the course. A condition in more than one subject involves the loss of the privilege of being a candidate for graduation with the student's class, and may involve the loss of assignment to co-operative work.

The responsibility for the removal of a condition rests with the student, who is required to ascertain when and how the condition can be removed.

No student may qualify as a candidate for a degree in any given year unless clear in all the required subjects of the lower years of his chosen curriculum. He must also be in good standing in all courses for which he is enrolled.

Entrance requirements or preparatory subjects pursued in the University are considered as required school work.

### *Absences*

No "cuts" are allowed. A careful record of each student's attendance upon class exercises is kept. Absence from regularly scheduled exercises in any subject will seriously affect the standing of the student. It may cause the removal of the subject or subjects from his schedule and the listing of these as conditioned subjects. In case he presents a reasonable excuse for the absence, however, he may be allowed to make up the time lost and be given credit for the work; but he must complete the work at such time and in such manner as his instructor in the course may designate.

Laboratory work can be made up only when it is possible to do so during hours of regularly scheduled instruction. Absences from exercises immediately preceding or following a recess are especially serious and entail severe penalties.

Attendance at all mass meetings of the student body is compulsory. Exceptions to this rule are made only when the student has received permission from the Director of Student Activities previous to the meeting from which he desires to be absent.

### *Report Cards*

Reports are issued four times a year to upper classmen and six times a year to freshmen, one at the end of each five-week school period. In addition, a special report on the subjects pursued during the summer term will be issued immediately at its close. Questions relative to grades are to be discussed with the student's faculty adviser.

Students are constantly warned and advised to maintain a grade of work which is of acceptable quality. Parents and students are always welcomed by the Dean of Students, the



Director of School Administration, and advisers for conference upon such matters. Special reports on a student's work will be sent to parents at the end of each five-week school period.

Parents or guardians will be notified in all cases when students are advised or required to withdraw from the School.

### *Conduct*

It is assumed that students come to the University for a serious purpose, and that they will cheerfully conform to such regulations as may from time to time be made. In case of injury to any building, or to any of the furniture, apparatus, or other property of the School, the damage will be charged to the student or students known to be immediately concerned; but if the persons who caused the damage are unknown, the cost for repairs may be assessed equally upon all the students of the School.

Students are expected to observe the accepted rules of decorum, to obey the regulations of the School, and to pay due respect to its officers. Conduct inconsistent with the general good order of the School, or persistent neglect of work, if repeated after admonition, may be followed by dismissal, or, in case the offense be a less serious one the student may be placed upon probation. The student so placed upon probation may be dismissed if guilty of any further offense.

It is desired to administer the discipline of the School so as to maintain a high standard of integrity and a scrupulous regard for truth. The attempt of any student to present, as his own, any work which he has not performed, or to pass any examination by improper means, is regarded as a most serious offense, and renders the offender liable to immediate expulsion. The aiding and abetting of a student in any dishonesty is also held to be a grave breach of discipline.

### *Advisers*

Each freshman is assigned to a faculty adviser, who takes an active interest in the student's welfare, guiding and assisting him in the satisfactory pursuit of his studies, keeping close watch on all matters which tend to hamper the student in his college life and preventing such in so far as possible.

The function of the adviser to upper classmen is somewhat different and tends more toward consultation and suggestion bearing on the student's plans and probable work after graduation.

Men engaged in student activities are assigned to special advisers, who keep a constant watch over the academic progress of the student.



### *Relation of Students to General Public*

Non-resident students are temporarily guests of Boston and therefore must respect the wishes, rights and laws of the public, whose hospitality the students accept. If accused of conduct unbecoming a gentleman and such accusation be substantiated upon investigation, the offender may be suspended or expelled from the University.

### *Requirements for Graduation*

The School confers the degree of Bachelor of Science in Business Administration:

To receive a degree the student must be a resident of the School for at least one year, immediately preceding the date on which he expects to graduate. He must complete the prescribed studies of the five years. In addition, he must complete satisfactorily a schedule of co-operative work requirements under the supervision of the Faculty.

The degree conferred represents not only the formal completion of the subjects in the selected course of study, but also the attainment of a satisfactory standard of general efficiency. Any student who does not show in the senior year work of his curriculum that he has attained such a standard, may be required, before receiving the degree, to take such additional work as shall prove his ability.

### *Graduation with Honors*

Honors are based upon excellence of scholarship maintained by students while in residence. Two honorary distinctions are conferred at graduation.

Those students who achieve distinctly superior attainment in all their academic work will be graduated *with honor*. The highest ranking man or men in this group may upon special vote of the faculty be graduated *with high honor*.

Students graduating with honor must have been in residence at least two years immediately preceding graduation.

## *Student Activities*

A REASONABLE participation in social and athletic activities is encouraged by the Faculty, although a standard of scholarship which is incompatible with excessive devotion to such pursuits is required of all students. All general activities are open to all students in the Day Division of the University.

### *Northeastern University Athletic Association*

The Athletic Association consists of all students in the Day Division.

At the head of the Association is the Faculty Committee on Athletics, appointed by the Vice-President of the Day Division. This committee must approve all general policies in regard to athletics, in particular, schedules and absences from school due to athletics. The General Athletic Committee, consisting of the Graduate Manager of Athletics, the captains and managers of each recognized varsity team and of the coaches as ex-officio members, has charge of the administration of athletics.

Under the guidance of efficient athletic coaches, track, basketball, baseball, hockey and soccer teams are formed. Schedules are arranged with other colleges for home games and games abroad. Interclass sports are also encouraged. Interclass meets are held during the year.

### *Mass Meeting*

Every Wednesday, from 12 to 1, mass meetings or class meetings are held. Attendance at these meetings is compulsory. The second and fourth mass meetings of each five-week period are, as a rule, devoted to a lecture by some prominent visitor. The first, third and fifth meetings of each period are under the direction of the Department of Student Activities.

### *"The Northeastern News"*

The students issue a weekly newspaper called *The Northeastern News*. Here the students have an opportunity to express their opinions on subjects relating to study, practical work, social events, or topics of the day. In addition, college news, editorials, and official announcements make this feature of activities very valuable. Positions on the editorial and business staffs of the paper are attained by competitive work.

### *The College Annual—"The Cauldron"*

The college annual is a yearbook published by the senior classes of the Day Division. It is ready for distribution in the

latter part of the second semester. It contains the usual review of the year's work and activities, a complete history of all classes and organizations in the school, all their functions, socials, pictures, etc.

### *The Handbook*

Issued at the beginning of each year, the purpose of the Handbook is to help promote an early intimacy with the scope of college life. The book is of special interest to new men as it contains detailed information concerning all the organizations of the School. Schedules, a daily diary, songs, cheers, and important dates in the college calendar make the book of great value to upper classmen.

### *Student Council*

This is the student governing body and consists of members elected from each class, as well as four members elected at large. It acts as the supreme governing body. It has jurisdiction, under proper supervision of the Faculty, over all student matters, such as customs, privileges, and such other matters as can properly be decided upon by such a body.

### *The Senate and The Sigma Delta Epsilon*

The Senate of Northeastern University is the honorary society of the School of Engineering. Sigma Delta Epsilon is the honorary society of the School of Business Administration. Election to them is not founded entirely upon scholarship. Before a man is privileged to wear the honorary society insignia he must display, in addition to scholarship, integrity of character, diligence in extra curricula activities, and faithful endeavor in the interests of his fellow students. Each society has a distinguished list of members, consisting of the outstanding men in the Day Division.

### *The Inter-Fraternity Council*

Elected representatives from each fraternity make up the Inter-Fraternity Council. This body has preliminary jurisdiction over laws governing the regulation of fraternities in the Day Division, and its rulings are subject to approval of the Faculty Committee on Fraternities.

### *Professional Societies*

The students in the various Engineering curriculums are organized as a professional society for the closer association of the students of the School, and for the discussion and consideration of various problems and new knowledge, which would not

ordinarily come into their regular courses. Meetings are held every week at which addresses are given by members of the society and by business men or engineers of prominence.

There are five sections of the student body in the School of Engineering: the Civil, Mechanical, Electrical, Chemical and Industrial Engineering Sections. These sections are affiliated either by individual membership or as a group with the Boston Society of Civil Engineers, the American Society of Mechanical Engineers, the American Institute of Electrical Engineers, the American Chemical Society, and the Society of Industrial Engineers, thereby procuring for the students that most valuable association with the successful practicing engineers of the community.

For the School of Business Administration, there has been chartered a branch of the American Management Association, operated by the students with the counsel of the Faculty Adviser. In addition, students in the several curriculums of the School of Business Administration have organized professional clubs for the purpose of promoting closer association of students interested in particular fields. These clubs provide an opportunity for the consideration and discussion of various problems of current importance which might not ordinarily be included in their technical courses. Among the most active of these clubs are the Banking Club, the Accounting Club, and the Economics Club. Meetings are held regularly at which men prominent in professional life are invited to speak.

### *The Musical Clubs*

Men in the School with musical ability have ample opportunity to exercise their talents with the various musical clubs; such as the orchestra, band, glee club, banjo club, etc. The various organizations are coached by competent directors and are governed by a student group comprising a Musical Clubs Council.

### *Musical Comedy*

Each year an appropriate Musical Comedy is produced by the students at one of the local theatres, under the direction of competent dancing, musical, and dramatic coaches. This provides an opportunity for a large number of students to participate in the many phases of amateur dramatics. The Musical Comedy is one of the big events of the year.

### *High School Clubs*

Alumni of various high schools have formed high school clubs in the University. These clubs offer an opportunity to new



men to meet fellow alumni and become acquainted with the school life more quickly.

### *Public Speaking*

Cash prizes of \$50, \$25, \$10, and three prizes of \$5 each are offered yearly by Arthur S. Johnson, of the Board of Trustees, for excellence in the presentation of original speeches before the School at a regular student mass meeting. All students are eligible to compete for these prizes. The regulations for the contests are published in *The Northeastern News* early in the year.

### *The Northeastern Student Union*

The purpose of the Northeastern Student Union is to carry out the work of a Christian Association within the University. It endeavors to deepen the spiritual lives of Northeastern men through the building of Christian character, to create and promote a strong and effective Northeastern University spirit in and through a unified student body, to promote sociability within the School, and to emphasize certain ethical, social, civic, intellectual, economic, physical, vocational, and avocational values.

All students are encouraged to participate in the activities of the Union, no matter what their religious faith, as the work of the Union is entirely non-sectarian. No attempt is made in any way to influence one to participate in any activities which are contrary to the tenets of any particular religion. A good moral character is the only requirement for eligibility to membership. It is hoped as many students as can will participate in this ideal extra curricula work.

The Union conducts a weekly Chapel Service to which all Faculty members and students are invited. The service, which is non-sectarian and voluntary, is held on Thursday mornings from 8.40 to 8.55 o'clock. Many eminent preachers of Greater Boston are engaged to deliver brief addresses.

### *Religious Activities*

Northeastern University has as one of its outstanding aims the finest possible character development among its students. For this reason the Day Division of the University affords ample opportunity for its students to participate in social and religious activities. To Evening School students who desire to participate in the social and religious programs of its various departments, the Y. M. C. A. extends a cordial greeting. While



encouraging religious activities the University, is, however, strictly non-sectarian. A student should feel free to register in any of the several schools of the University, regardless of religious faith; no attempt being made to influence one to participate in any activities which are contrary to the tenets of his particular religion.

Through the Northeastern Union students are informed of the location, hours of service, religious activities and special attractions of all the churches of Boston.

## *Program of Studies*

### *General Statement*

In the following pages will be found a detailed statement of the scope of the subjects offered in the various curriculums. The subjects are classified as far as possible, related studies being arranged in sequence. A complete table of the Subjects of Instruction will be found at the end of the catalog. Under each subject is given a list of the courses required as pre-requisite for that subject.

Students electing a subject must complete that subject in order to be considered as a candidate for a degree.

The topics included in the list which follows are subject to change at any time by action of the School authorities.

### *Five Year Plan—Subject Index Numbers*

Courses of the five-year program are given subject index numbers in accordance with the following plan: Professional and allied technical courses are preceded by the first two letters of the department under whose auspices they are given. General courses are preceded by the initial letter of the department under whose auspices they are given. Unclassified courses are denoted by the letter "U". Courses are numbered consecutively beginning with the freshman year; first semester courses bearing odd numbers and second semester courses bearing even numbers. Courses running for two semesters are given consecutive numbers separated by a dash.

In the tabular summaries of the programs of study each course is followed by two numbers: the first under the column marked "Cl" indicates the number of class hours of recitation, laboratory, drawing room, or field work per week; the second number, under the column marked "Out" indicates the number of hours of "outside preparation" that have been assigned as the minimum weekly requirement for each course. The work is so planned that the student will be required to spend from forty-eight to fifty-two hours per school week in preparation and class work.

"Pre-requisite" indicates courses which must have been passed prior to the taking of the advanced courses.

"Preparation" gives the courses by number which the student must have taken previously to the advanced courses, unless stated exceptions are made, in which case both courses may be carried simultaneously.

The regular school year for Upper-classmen comprises two

terms, each of twenty weeks — ten weeks of formal study and ten of Co-operative Work, divided into alternating periods of five weeks each. The first twenty-week term for each division is called the First Semester; the second twenty weeks, the Second Semester.

For Freshmen, the regular school year comprises two semesters of fifteen weeks each, with no alternating periods of Co-operative Work. Co-operative Work begins after the close of the Freshman year which constitutes a period of analysis directed toward proper placement of each student who completes his first year satisfactorily.

## Organization of Curriculum

### Basic Courses

**A**NALYSIS of the courses listed in the first two years will reveal those subjects which are deemed a fundamental approach to further specialization in the study of business. They constitute a groundwork upon which specialization may be built. These courses are prescribed for all students.

Such groundwork is necessary because of six fundamental facts:

*First*, since all students expect to specialize sooner or later in a particular business field, those subjects offered in their first years of college must be of such nature as to equip each student with that groundwork upon which his field of specialization rests. The basic courses required in the first two years are designed to supply that essential equipment.

*Second*, colleges throughout the country recognize their freshman year as the critical period for students. A large number of young men who have formulated purposes may develop interest in a goal for which they are not preparing specifically or they may change their objective altogether and transfer to an institution which meets their new demands. This transfer should be effected with a minimum loss in time and in subject matter for credit in the college to which the student goes.

*Third*, educational statistics show that for one reason or another a large percentage of students withdraw after their first or second year, leaving college altogether. These men should receive the highest values possible for such a short period. Hence, broad and underlying principles of administration rather than technical processes should constitute their first two years' study.

*Fourth*, statistics indicate further that a large percentage of freshmen and sophomores who remain in colleges are groping their way uncertainly toward a career. Their highest welfare demands time and opportunity for exploration. Therefore, broad, constructive, vocationally directive courses should characterize their introduction to the study of business administration.

*Fifth*, while a fair number of sophomores in colleges and universities formulate career decisions before their junior year, numbers of these decisions undergo radical changes before or within the next year. The foundation must be sufficiently broad to allow for that shift in career with a minimum loss in time and value. Accordingly, a fundamental groundwork, basic to administration in the chief fields of business and industry, should result from their first two years in college.

*Finally*, accumulated statistics show conclusively that few

eminent business men have remained throughout life in the field which marked the beginning of their career. For example, out of fifty of this country's most successful business men, thirty-nine are in fields far different from those in which they began. In other words, about four of every five or eighty of every hundred change their work from once to many times before gaining success. Therefore, a student's background should be broad and deep, enabling him to meet any unusual opportunity in any phase of business presenting itself to him.

Such a background the student finds in the prescribed work of the first two years preceding the period of specialization.

In the light of the foregoing facts, all students will receive a thorough grounding in underlying principles of business administration before final specialization in any of the divisions of business such as accounting, finance, cost accounting, auditing, office management, advertising, credits, sales management, personnel management, and so forth.



*Curriculum I—Accounting**First Year*

FIRST SEMESTER		Hours per week Cl Out		SECOND SEMESTER		Hours per week Cl Out	
E 1-2	English Composition	3	5	E 1-2	English Composition	3	5
Ec 1	Intro. to Economics	3	5	Ec 2	Econ. Hist. of U. S.	3	5
U 21-22	Law of Contracts...	3	5	U 21-22	Law of Contracts...	3	5
AC 1-2	Elementary Acctg...	4	6	AC 1-2	Elementary Acctg...	4	6
BU 1-2	Organ. & Admin...	3	5	BU 1-2	Organ. & Admin...	3	5
U 3-4	Hygiene.....	1	1	U 3-4	Hygiene.....	1	1
U 1-2	Physical Training...	2	0	U 1-2	Physical Training...	2	0
		19	27			19	27

*Second Year*

M 21-22	Mathematics.....	3	3	M 21-22	Mathematics.....	3	3
E 3-4	Literature.....	3	5	E 3-4	Literature.....	3	5
Ec 3-4	Economic Principles.	3	5	Ec 3-4	Economic Principles.	3	5
FI 1	Commercial Banking	3	5	BU 4	Marketing Principles	3	5
FI 3-4	Business Finance....	3	5	FI 3-4	Business Finance....	3	5
AC 3-4	Advanced Acctg.....	4	6	AC 3-4	Advanced Acctg.....	4	6
		19	29			19	29

*Third Year*

S 1-2	Psychology.....	3	5	S 1-2	Psychology.....	3	5
E 5-6	Effective Speaking..	2	3	E 5-6	Effective Speaking..	2	3
Ec 5-6	Applied Economics..	3	5	Ec 5-6	Applied Economics..	3	5
BU 5-6	Industrial Mgt.....	3	5	BU 5-6	Industrial Mgt.....	3	5
FI 5-6	Corporation Finance	3	5	FI 5-6	Corporation Finance	3	5
AC 5-6	Accounting Problems	4	6	AC 5-6	Accounting Problems	4	6
		18	29			18	29

*Fourth Year*

U 27	History of Science...	3	5	U 28	Government.....	3	5
U 23-24	Business Conference.	2	3	U 23-24	Business Conference.	2	3
Ec 9-10	Elementary Statistics	3	5	Ec 9-10	Elementary Statistics	3	5
Ec 7-8	Business Economics.	3	5	Ec 7-8	Business Economics.	3	5
FI 9	Money and Banking	3	5	FI 10	Credit Investigations	3	5
AC 7-8	C. P. A. Problems...	4	6	AC 7-8	C. P. A. Problems...	4	6
		18	29			18	29

*Fifth Year*

S 3-4	Sociology.....	3	5	S 3-4	Sociology.....	3	5
U 25	Business Conference.	2	3	E 8	Bus. Correspondence	2	3
Ec 11	Advanced Statistics.	3	5	U 10	Business Law.....	3	5
AC 9	Income Tax.....	3	5	AC 10	Budgetary Control..	3	5
AC 11	Fiduciary Relations.	3	5	AC 12	Accounting Systems.	3	5
AC 13	Cost Acctg. Practice	3	5	AC 14	Auditing.....	3	5
		17	28			17	28

## *Department of Accounting*

Professor ROBERT BRUCE, *Chairman*

With the growing complexity of the financial structure and the broadening of the field of operations of the business unit accounting is becoming increasingly important in the organization and operation of a successful business enterprise. There is an increasing demand for well-trained men, both in the fields of commercial and industrial accounting and in the profession of public accounting.

This curriculum, while primarily designed for students who desire to become accountants, during the first two years presents the subject of accounting as a tool to be used in the administration of business. The needs of the management of business are the essential consideration. From the point of view of everyday use and necessity no business tool surpasses the importance of effective accounting records. It is equally important to the accountant and the business manager that accounting be considered only as an instrumentality functioning with other factors in the business organization to bring about successful operation. For the purpose of emphasizing this viewpoint the background of business organization is stressed to the utmost.

The whole field of accounting is intricately linked with commerce and industry; constructive accounting has to consider the peculiar demands of various concerns; interpretation of accounts depends, not alone upon accounting principles but upon the principles of economics, administration and business law. The consulting accountant must be able to grasp the entire administrative, financial and operating policies of a concern about whose particular business he may have known nothing.

Accountancy demands all those powers commonly required in successful executives: initiative, power of analysis, resourcefulness, and sound judgment. This curriculum aims to develop such qualities in students, thus preparing them for the work of cost accountant, auditor, controller, treasurer, public accountant.

After two years of groundwork in fundamentals of business and accounting advanced work is presented in the form of specific problems dealing with organizing, financing and properly controlling commercial and industrial enterprises; income tax principles and procedure, the organization and operation of budgetary control, the principles and methods of audits and the analysis and solution of C. P. A. problems.

The curriculum adequately prepares students for the Massachusetts C. P. A. examinations or for the examinations established by the American Institute of Accountants in other states.

The outlines and synopses which follow include all years and all technical courses of this Department.

### *AC 1-2 Elementary Accounting*

*Curriculums: All*

*First year, both semesters*

*Four hours per week*

This course presents the fundamental principles of accounting theory and practice in a manner designed to meet the needs of students who intend to specialize in accounting as well as those who require a knowledge of accounting as a preparation for the study of banking and finance; production management and marketing. Beginning with a consideration of the need for and the purpose served by accounting, a study of the balance sheet and operating statement is presented so that the ultimate goal and purpose of accounting is understood before the mechanical methods of recording business transactions are presented. The course then takes up specific balance sheet accounts; the law of debit and credit; the theory of nominal accounts; construction and interpretation of accounts; the recording process; the trial balance; construction of financial statements; business vouchers and forms; the need for adjustments at the end of the period; depreciation; deferred and accrued items; closing the books; special forms of books of original entry; the operation of petty cash systems.

PROFESSOR MONTGOMERY, MR. WHITTUM.

### *AC 3-4 Advanced Accounting*

*Curriculums: All*

*Second year, both semesters*

*Pre-requisite: AC 1-2*

*Four hours per week*

A continuation of the study of accounting principles and practice introducing the accounting aspects peculiar to the partnership and corporate forms of organization. Specific matters include: Departmental accounts, control accounts, distinctive partnership accounts, proprietorship in the corporation, accounts peculiar to the corporation, records required by the corporation, the voucher system, distinctive manufacturing accounts.

PROFESSORS BRUCE and D'ALESSANDRO.

### *AC 5 Accounting Problems*

*Curriculums: II, III*

*Third year, first semester*

*Pre-requisite: AC 3-4*

*Four hours per week*

The purpose of this course is to train students in the application of accounting principles to specific problems.

The class discussions and assigned problems cover cases in the determination of profits; the formation and dissolution of partnership organizations; corporations and trusts; installment sales, agencies and branches.

PROFESSOR BRUCE.

### *AC 5-6 Accounting Problems*

*Curriculum: I*  
*Third year, both semesters*

*Pre-requisite: AC 3-4*  
*Four hours per week*

The aim of this course is to develop the broad viewpoint, analytical power and constructive ability necessary properly to apply a knowledge of accounting principles to specific problems in single and double entry systems, profits, statements at the end of the accounting period, partnerships, corporations, factory control, installment sales, agencies and branches, consignments, venturi accounts, correction of statements and books, dissolution and liquidation of partnership, changing from partnership to corporate organization; funds provided and applied; variations in net profit, inventories, notes and acceptances.

PROFESSOR D'ALESSANDRO.

### *AC 7-8 C. P. A. Problems*

*Curriculum: I*  
*Fourth year, both semesters*

*Preparation: AC 5-6*  
*Pre-requisite: AC 3-4*  
*Four hours per week*

The purpose of this course is to provide for the application of the knowledge of accounting principles and practice gained in the preceding courses to the analysis and solution of complex problems involving a recognition of the economic, legal and social aspects of various forms of business organization. The course content consists of problems given in C. P. A. examinations dealing with fixed assets, appraisals, depletion, intangible fixed assets, temporary and permanent investments, funds and related reserves, consolidations, mergers and holding companies, foreign exchange, life and fire insurance.

PROFESSOR BRUCE.

### *AC 9 Income Tax*

*Curriculums: I, II*  
*Fifth year, first semester*

*Pre-requisite: AC 3-4*  
*Three hours per week*

In this course the fundamental principles of the application of Federal and State income taxation are presented by the problem method whereby the principles are applied to a stated set of facts. The case problems will include: Methods of accounting for income, sales and exchanges, installment sales, dividends, compensation for services, tax-free unions, depreciation and obsolescence depletion, bad debts, contributions, withholding and information at the source.

PROFESSOR BRUCE.

### *AC 10 Budgetary Control*

*Curriculum:* I, II, III-2

*Fifth year, second semester*

*Pre-requisite:* AC 3-4

*Three hours per week*

Meaning of and need for budgetary control, preliminary steps in the installation of the budget, departmental operating budgets, plant and equipment budget, the estimated operating statement and balance sheet, administrative reports, budgetary control for non-commercial organizations.

Professor BRUCE.

### *AC 11 Fiduciary Relationships*

*Curriculum:* I, II

*Fifth year, first semester*

*Pre-requisite:* AC 3-4

*Three hours per week*

Receivership for insolvent concerns, insolvency and bankruptcy, voluntary assignment, receiver's statements and reports, wills, duties of executor or administrator, accounting for assets, liabilities, losses and gains, general and specific legacies, residuary legacies, reports and statements to the probate court, testamentary trusts, principle and income, accruals, classification as to corpus and income, superiority of the corporate fiduciary, fiduciary operations of the trust department.

Professor MONTGOMERY.

### *AC 12 Accounting Systems*

*Curriculum:* I

*Fifth year, second semester*

*Pre-requisite:* AC 5-6

*Three hours per week*

This course provides for a presentation of the application of fundamental accounting principles to representative types of business. Problems will cover accounting for department stores, cotton mills, commercial banks, building and loan associations, credit unions, land development companies, gas companies, municipalities, commission merchants.

Professor D'ALESSANDRO.

### *AC 13 Cost Accounting Practice*

*Curriculum:* I

*Fifth year, first semester*

*Pre-requisite:* BU 5-6, AC 3-4

*Three hours per week*

This course is designed to acquaint the student with the method and technique of determining costs and to provide training in the analysis of various types of cost problems. Problems will deal with the collection and distribution of production and service department costs, process cost accounting, specific order costs, estimated costs, establishment and use of standard costs, reconciliation of actual costs with predetermined costs.

Professor D'ALESSANDRO.



### *AC 14 Auditing*

*Curriculum: I*

*Fifth year, second semester*

*Pre-requisite: AC 5-6*

*Three hours per week*

This course contemplates the application of accounting knowledge to the analysis and interpretation of accounting records. Specific cases are used for outlining the mode of procedure best adapted to the intelligent examination of accounting records and the compilation of reports on which the management can base plans for future operations. Balance sheet audits, detailed audits and special investigations for credit and other purposes receive due attention. The preparation and proper preservation of working papers is an essential feature of the course. Stress is laid on the matter of report writing and the compilation of statements and schedules that will be intelligible to the business man who is not an accountant.

Professor BRUCE.

## *Curriculum II—Banking and Finance*

### *First Year*

FIRST SEMESTER		Hours per week Cl Out	SECOND SEMESTER		Hours per week Cl Out
E 1-2	English Composition	3 5	E 1-2	English Composition	3 5
Ec 1	Intro. to Economics	3 5	Ec 2	Econ. Hist. of U. S...	3 5
U 21-22	Law of Contracts...	3 5	U 21-22	Law of Contracts...	3 5
AC 1-2	Elementary Acctg...	4 6	AC 1-2	Elementary Acctg...	4 6
BU 1-2	Organ. & Admin...	3 5	BU 1-2	Organ. & Admin...	3 5
U 3-4	Hygiene .....	1 1	U 3-4	Hygiene .....	1 1
U 1-2	Physical Training...	2 0	U 1-2	Physical Training...	2 0
		19 27			19 27

### *Second Year*

M 21-22	Mathematics .....	3 3	M 21-22	Mathematics .....	3 3
E 3-4	Literature .....	3 5	E 3-4	Literature .....	3 5
Ec 3-4	Economic Principles.	3 5	Ec 3-4	Economic Principles.	3 5
FI 1	Commercial Banking	3 5	BU 4	Marketing Principles	3 5
FI 3-4	Business Finance....	3 5	FI 3-4	Business Finance....	3 5
AC 3-4	Advanced Acctg....	4 6	AC 3-4	Advanced Acctg....	4 6
		19 29			19 29

### *Third Year*

S 1-2	Psychology .....	3 5	S 1-2	Psychology .....	3 5
E 5-6	Effective Speaking..	2 3	E 5-6	Effective Speaking..	2 3
Ec 5-6	Applied Economics.	3 5	Ec 5-6	Applied Economics.	3 5
BU 5-6	Industrial Mgt.....	3 5	BU 5-6	Industrial Mgt.....	3 5
FI 5-6	Corporation Finance	3 5	FI 5-6	Corporation Finance	3 5
AC 5	Accounting Problems	4 6	FI 8	Bank Management..	3 5
		18 29			17 28

### *Fourth Year*

U 27	History of Science..	3 5	U 28	Government .....	3 5
U 23-24	Business Conference.	2 3	U 23-24	Business Conference.	2 3
Ec 9-10	Elementary Statistics	3 5	Ec 9-10	Elementary Statistics	3 5
Ec 7-8	Business Economics.	3 5	Ec 7-8	Business Economics.	3 5
FI 9	Money and Banking	3 5	FI 10	Credit Investigations	3 5
FI 11	Public Utility Finance	3 5	FI 12	Problems in Finance.	3 5
		17 28			17 28

### *Fifth Year*

S 3-4	Sociology .....	3 5	S 3-4	Sociology .....	3 5
U 25	Business Conference.	2 3	E 8	Bus. Correspondence	2 3
Ec 11	Advanced Statistics.	3 5	U 10	Business Law .....	3 5
AC 9	Income Tax .....	3 5	AC 10	Budgetary Control..	3 5
AC 11	Fiduciary Relations.	3 5	FI 14	Investment Analysis.	3 5
FI 13	Investments .....	3 5	FI 16	Internat'l Banking..	3 5
		17 28			17 28

## *Department of Banking and Finance*

PROFESSOR ARTHUR B. MONTGOMERY, *Chairman*

The science of banking and finance has been developing in recent years until it has become so complex that special study must be given it by those intending to make it their life work. Moreover, during the last few decades, the extension of the use of the corporate form of business organization together with the increase in the capital requirements of those corporations has resulted in an increased demand for capital from the public. The public has been able to meet this demand because of the remarkable increase in our national wealth and what is perhaps of greater significance its wide distribution among our population. This increase in the number of potential investors has served to stimulate the study of banking and finance, for an increasing number of people trained as specialists in this field are being needed to direct and assist both investors and borrowers in the intelligent use of wealth.

The Banking and Finance curriculum has been designed to meet this demand. It especially meets the needs of those students who intend to seek employment in savings banks, co-operative banks, commercial banks, trust companies, investment banking houses, brokerage houses, financing companies, credit organizations, bond houses, and the financial departments of commercial and industrial companies.

In the professional courses of this curriculum the theory of money, banking, and credit is given due emphasis but in addition the "how" and the "why" of banking practice are emphasized with detailed study of the problems peculiar to each field of banking. In the finance courses the small as well as the large business is studied and the special problems of railroads and utility companies as well as those of industrial organizations receive attention.

Not only is the theory of banking and finance explained thoroughly but also, since the study of theory alone often leaves students with incorrect and unpractical interpretations, the faculty insist upon the application of theory to actual business cases. Care also has been taken to assure students a thorough training in the fundamentals of accounting and business management for an appreciation of the principles of these two fields is absolutely necessary to the student of banking and finance.

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The outlines and courses which follow include all years and all technical courses of this department.

### *FI 1 Commercial Banking*

*Curriculums: All*

*Second year, first semester*

*Three hours per week*

It is the purpose of this course to bring to the student's attention the relation of a business man to his bank. The course will endeavor to show what the business man may expect and what the bank may reasonably ask of the business man. After a brief study of the types of banks with which the business man comes in contact the right and duties of the business man as a depositor and as a creditor are discussed. A study is made of the work of the departments in a bank such as receiving and paying tellers, collection, trust and credit departments.

Mr. PORTER.

### *FI 2 Credits and Collections*

*Curriculum: III-1*

*Fourth year, second semester*

*Preparation AC 3-4*

*Three hours per week*

The credit department organization and operation in both retail and wholesale businesses are considered. Special points studied include method of handling accounts, statement analysis, collection correspondence, procedure in bankruptcy, etc.

Professor MONTGOMERY.

### *FI 3-4 Business Finance*

*Curriculums: All*

*Second year, both semesters*

*Preparation: AC 1-2*

*Three hours per week*

The two chief purposes of this course are first to cover the fundamental principles of finance and then to apply them to definite problems that confront the management of proprietorships, partnerships and small corporations. Such topics are described as capital structure, stocks, bonds, promotion of new companies, raising long and short term funds, and the treatment of surplus. Special types of organizations such as joint stock, trust, and holding companies are studied and the laws of partnership and corporations are reviewed. Special attention is paid to the raising and treatment of working capital.

Professor MONTGOMERY.

### *FI 5-6 Corporation Finance*

*Curriculums: I, II*

*Third year, both semesters*

*Pre-requisite: FI 3-4*

*Three hours per week*

In this course the principles of finance which have been studied in the preceding course and there applied to small organizations are applied to the medium and large corporation. An exhaustive study is made of all the classes of stocks and bonds, of the problems of promotion and expansion, the selling of new securities, intercorporate relations, liquidations and reorganizations.

Mr. PORTER.

### *FI 8 Bank Management*

*Curriculum: II*  
*Third year, second semester*

*Preparation: AC 3-4*  
*Three hours per week*

The operation of the various departments of a commercial bank is the chief concern of this course. The work involved in the following operations is discussed: Receiving operations, paying operations, clearing collections, foreign and domestic discounts. Attention is given to the operation of departments handling the work of executor, trustee, custodian, registrar, and fiscal agent.

Mr. PORTER.

### *FI 9 Money and Banking*

*Curriculums: I, II*  
*Fourth year, first semester*

*Preparation: Ec 3-4*  
*Three hours per week*

This course studies the kinds, nature, and function of money, monetary standards, and modern experiences of the nations of the world, the part performed by the commercial bank in meeting the economic forces of modern commerce and its importance in regulating credit, prices, etc. Considerable attention is given to the Federal Reserve System. A study is made of other forms of banks such as savings, investment, trust, agricultural, and building and loan.

Mr. PORTER.

### *FI 10 Credit Investigations*

*Curriculums: I, II*  
*Fourth year, second semester*

*Preparation: FI 5-6*  
*Pre-requisite: AC 3-4*  
*Three hours per week*

In this some of the topics considered are the bases of credit, sources of information, credit agencies, bank credit, credit ratios, interpretation of balance sheets and profit and loss statements, credit analysis, and credit reports.

Professor MONTGOMERY.

### *FI 11 Public Utility Finance*

*Curriculum: II*  
*Fourth year, first semester*

*Preparation: FI 5-6*  
*Three hours per week*

The special problems of financing public utilities are the basis of this course. The legal status of utilities and regulations imposed upon them by state and federal governments must be studied if students are to understand the financial problems. Special attention is given to cost of service, price of service, taxation, valuation, capital and capitalization, rate of return, revenue, and ownership.

Professor MONTGOMERY.



### *FI 12 Problems in Finance*

*Curriculum: II*  
*Fourth year, second semester*

*Preparation: FI 5-6*  
*Three hours per week*

This course is intended to train the student to apply to actual business problems the principles of finance taught in the second and third year courses. Problem cases are presented and the students required to solve them. A large number of the cases are actual problems which have confronted managers and are not purely theoretical problems.

Professor MONTGOMERY.

### *FI 13 Investments*

*Curriculum: II*  
*Fifth year, first semester*

*Pre-requisite: FI 3-4*  
*Three hours per week*

The first part of the course consists of a review of the principles of investments, a study of investment policies and the mechanics and mathematics of investments. The second part is devoted to a practical study of the various investment fields such as industries, rails, banks, real estate, government, and foreign.

Professor MONTGOMERY.

### *FI 14 Investment Analysis*

*Curriculum: II*  
*Fifth year, second semester*

*Preparation: FI 13*  
*Three hours per week*

In this course the principles studied in the Investments are put to the acid test by means of analyzing actual securities and attempting to determine worth. Offerings in the different fields are analyzed and comparisons made between securities of companies in the same industry.

Professor MONTGOMERY.

### *FI 16 International Banking*

*Curriculum: II*  
*Fifth year, second semester*

*Pre-requisite: FI 8*  
*Preparation: FI 9*  
*Three hours per week*

The material covered in this course consists of a study of foreign monetary systems, banking systems, money markets, principles of foreign exchange, international credits and loans, abnormal exchange, silver exchange, foreign branch banking.

Mr. PORTER.

*Curriculum III — Business Management**1. Marketing**First Year*

FIRST SEMESTER		Hours per week Cl Out		SECOND SEMESTER		Hours per week Cl Out	
E 1-2	English Composition	3	5	E 1-2	English Composition	3	5
Ec 1	Intro. to Economics.	3	5	Ec 2	Econ. Hist. of U. S..	3	5
U 21-22	Law of Contracts...	3	5	U 21-22	Law of Contracts...	3	5
AC 1-2	Elementary Acctg...	4	6	AC 1-2	Elementary Acctg...	4	6
BU 1-2	Organ. & Admin....	3	5	BU 1-2	Organ. & Admin....	3	5
U 3-4	Hygiene.....	1	1	U 3-4	Hygiene.....	1	1
U 1-2	Physical Training...	2	0	U 1-2	Physical Training...	2	0
		19	27			19	27

*Second Year*

M 21-22	Mathematics .....	3	3	M 21-22	Mathematics.....	3	3
E 3-4	Literature.....	3	5	E 3-4	Literature.....	3	5
Ec 3-4	Economic Principles	3	5	Ec 3-4	Economic Principles.	3	5
FI 1	Commercial Banking	3	5	BU 4	Marketing Principles	3	5
FI 3-4	Business Finance....	3	5	FI 3-4	Business Finance....	3	5
AC 3-4	Advanced Acctg....	4	6	AC 3-4	Advanced Acctg.....	4	6
		19	29			19	29

*Third Year*

S 1-2	Psychology .....	3	5	S 1-2	Psychology .....	3	5
E 5-6	Effective Speaking...	2	3	E 5-6	Effective Speaking..	2	3
Ec 5-6	Applied Economics...	3	5	Ec 5-6	Applied Economics...	3	5
BU 7-8	Marketing Problems	3	5	BU 7-8	Marketing Problems	3	5
AC 5	Accounting Problems	4	6	BU 12	Prin. of Sales Mgt...	3	5
BU 14-15	Advertising.....	3	5	BU 14-15	Advertising.....	3	5
		18	29			17	28

*Fourth Year*

U 27	History of Science...	3	5	U 28	Government.....	3	5
U 23-24	Business Conference.	2	3	U 23-24	Business Conference.	2	3
Ec 9-10	Elementary Statistics	3	5	Ec 9-10	Elementary Statistics	3	5
Ec 7-8	Business Economics.	3	5	Ec 7-8	Business Economics.	3	5
BU 17-18	Prob. in Sales Mgt...	3	5	BU 17-18	Prob. in Sales Mgt...	3	5
BU 21	Advertising.....	3	5	FI 2	Credits & Collections	3	5
		17	28			17	28

*Fifth Year*

S 3-4	Sociology.....	3	5	S 3-4	Sociology.....	3	5
U 25	Business Conference.	2	3	E 8	Bus. Correspondence	2	3
Ec 11	Advanced Statistics.	3	5	U 10	Business Law.....	3	5
BU 27-28	Retail Store Mgt...	3	5	BU 27-28	Retail Store Mgt...	3	5
BU 23-24	Business Policy....	3	5	BU 23-24	Business Policy....	3	5
BU 31	Sales Campaigns....	3	5	BU 32	Foreign Trade.....	3	5
		17	28			17	28

*Curriculum III—Business Management**2. Production**First Year*

FIRST SEMESTER		Hours per week		SECOND SEMESTER		Hours per week	
		Cl	Out			Cl	Out
E 1-2	English Composition	3	5	E 1-2	English Composition	3	5
Ec 1	Intro. to Economics	3	5	Ec 2	Econ. Hist. of U. S.	3	5
U 21-22	Law of Contracts...	3	5	U 21-22	Law of Contracts...	3	5
AC 1-2	Elementary Acctg...	4	6	AC 1-2	Elementary Acctg...	4	6
BU 1-2	Organ. & Admin....	3	5	BU 1-2	Organ. & Admin....	3	5
U 3-4	Hygiene.....	1	1	U 3-4	Hygiene.....	1	1
U 1-2	Physical Training...	2	0	U 1-2	Physical Training...	2	0
		19	27			19	27

*Second Year*

M 21-22	Mathematics.....	3	3	M 21-22	Mathematics.....	3	3
E 3-4	Literature.....	3	5	E 3-4	Literature.....	3	5
Ec 3-4	Economic Principles.	3	5	Ec 3-4	Economic Principles.	3	5
FI 1	Commercial Banking	3	5	BU 4	Marketing Principles	3	5
FI 3-4	Business Finance....	3	5	FI 3-4	Business Finance....	3	5
AC 3-4	Advanced Acctg.....	4	6	AC 3-4	Advanced Acctg.....	4	6
		19	29			19	29

*Third Year*

S 1-2	Psychology.....	3	5	S 1-2	Psychology.....	3	5
E 5-6	Effective Speaking...	2	3	E 5-6	Effective Speaking...	2	3
Ec 5-6	Applied Economics...	3	5	Ec 5-6	Applied Economics...	3	5
BU 5-6	Industrial Mgt.....	3	5	BU 5-6	Industrial Mgt.....	3	5
IN 5	Transportation.....	3	5	IN 6	Traffic Management.	3	5
AC 5	Accounting Problems	4	6	IN 4	Power Problems....	3	5
		18	29			17	28

*Fourth Year*

U 27	History of Science...	3	5	U 28	Government.....	3	5
U 23-24	Business Conference.	2	3	U 23-24	Business Conference.	2	3
Ec 9-10	Elementary Statistics	3	5	Ec 9-10	Elementary Statistics	3	5
Ec 7-8	Business Economics.	3	5	Ec 7-8	Business Economics.	3	5
BU 33-34	Problems in Ind. Mgt.	3	5	BU 33-34	Problems in Ind. Mgt.	3	5
BU 19	Pur. & Warehousing.	3	5	BU 20	Wage Systems.....	3	5
		17	28			17	28

*Fifth Year*

S 3-4	Sociology.....	3	5	S 3-4	Sociology.....	3	5
U 25	Business Conference.	2	3	E 8	Bus. Correspondence	2	3
Ec 11	Advanced Statistics.	3	5	U 10	Business Law.....	3	5
BU 23-24	Business Policy.....	3	5	BU 23-24	Business Policy.....	3	5
IN 7	Industrial Relations.	3	5	AC 10	Budgetary Control..	3	5
BU 29-30	Manufacturing.....	3	5	BU 29-30	Manufacturing.....	3	5
		17	28			17	28



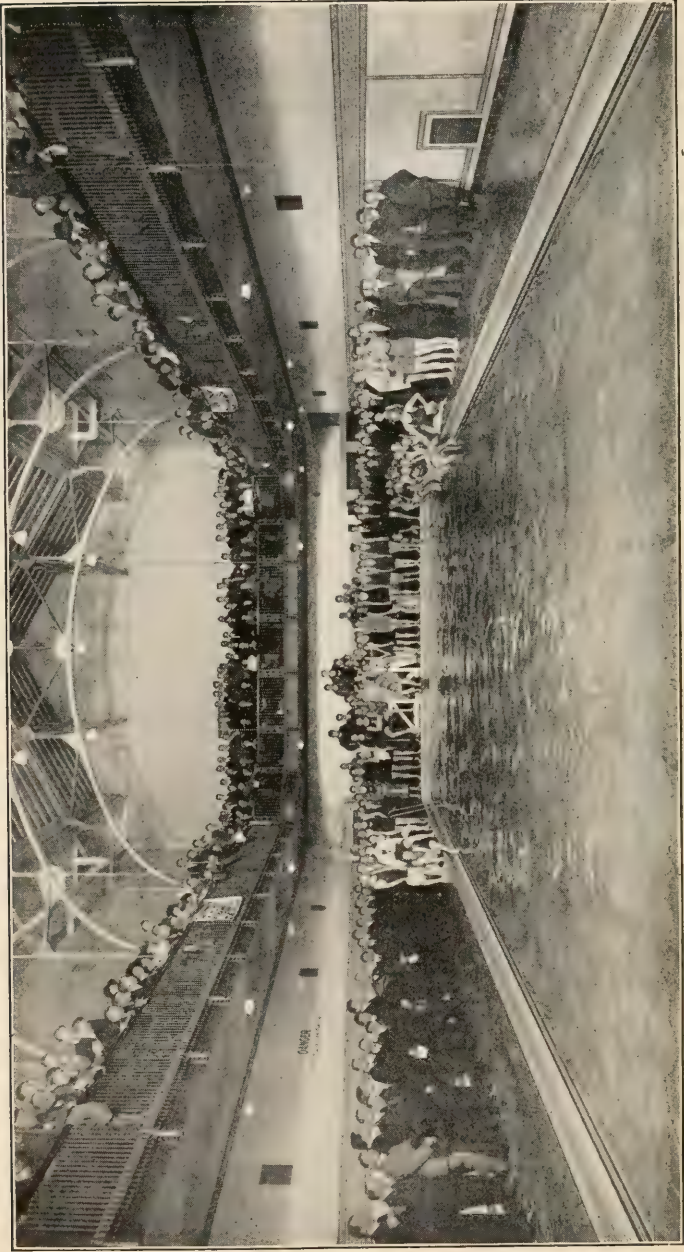
FIELD HOUSE AT HUNTINGTON FIELD



THE BAND



THE TANK





## *Department of Business Management*

Professor JULIAN E. JACKSON, *Chairman*

As modern business grows larger and more complex, it becomes increasingly necessary that students preparing themselves for executive positions have a sound understanding of the fundamental principles of business management. It is aimed to provide through this department a broad training for the profession of business management comparable to that given engineers and lawyers. It is fully recognized that the problems in one concern are never exactly the same as in another even within the same industry. However, regardless of whether a business is large or small, industrial or commercial, there are certain elements which are essential to its successful operation. Chief among these is a proper application of the basic principles of organization and management.

In these courses endeavor is made so to present these principles and their application that the student can readily grasp their significance and understand how intelligently to apply them under the varying conditions found in business. This foundation having been laid, further development of the student's understanding of the fields of production and distribution is undertaken. The basic elements of industrial management and of marketing are considered essential to the preparation of all students in the department. In the latter years, an opportunity is provided to concentrate in one or the other of these fields.

If the selection is made to specialize in the study of distribution, courses are provided to discuss and illustrate all phases of sales activities in both the domestic and foreign markets including the study not only of the functions, channels, and outlets for goods, but also the creation of demand through merchandising and advertising.

Students electing to specialize in the field of production, will have the opportunity of getting a complete acquaintance with the principles and practices of industrial operations both large and small. Manufacturing methods, materials control, power problems, personnel relations, purchasing and warehousing are all given careful attention as elements of modern scientific management.

It is the aim throughout to make the courses of practical value by continual attention to the application to actual business situations of the principles laid down. Toward this end much of the work is conducted by means of "case studies" drawn from typical business concerns in various fields.

The outlines and synopses which follow include all years and all technical courses of this department.

### *Organization and Administration BU 1-2*

*Curriculums: All*

*First year, both semesters*

*Three hours per week*

Intended to give the first-year students a broad, general understanding of the various aspects of business activity, and to lay the foundation for the more specialized courses which are to follow, this course is aimed to co-ordinate the principles of economics with their application to business practices. Detailed consideration is given to the leading forms of enterprise such as the individual proprietorship, partnership and corporation. These forms are analyzed in relation to their structure, formation, location, delegation of authority, distribution of risks and profits, and legal requirements of the government.

In the second semester principles of operation are studied in connection with production, marketing and financing. Such topics are considered as promotion capitalization, planning and forecasting, manufacturing, credits and collections, banking and insurance, selling and advertising, labor control and executive technique.

Professor JACKSON, Mr. TATTON.

### *BU 4 Marketing Principles*

*Curriculums: All*

*Second year, second semester*

*Three hours per week*

This is an introductory course designed to acquaint the student with the principles underlying the distribution of merchandise. Textbook assignments introduce a knowledge of the basic structure of markets, the main functions of marketing such as assembling, grading, transporting, storing, financing and selling of goods, and the general classification of goods into major types for sales purposes. Consideration is given also to the activities of the several types of middlemen, as channels of distribution, the work of the commodity exchanges and co-operative associations and the trend toward simplification and standardization. Supplementary lectures discuss in detail methods used in marketing several specific commodities.

Professor JACKSON.

### *BU 5-6 Industrial Management*

*Curriculums: I, II, III-2*

*Third year, both semesters*

*Three hours per week*

This is a basic course aimed to teach the fundamental principles underlying the production of manufactured goods. A textbook is used to present a complete industrial analysis, analyzing

the product to be made, the plant requirements, including plant location, layout, types and construction of buildings, light, heat, ventilation and power, the equipment needed, and the labor, supervision, and management required.

Each department of a modern industrial concern is considered, emphasis being placed on the organization and management problems confronted and how they may be handled, with the intention that the student may become familiar with the activities and general working of each department and the relationship which the departments hold to one another and to the business as a whole.

Professor JACKSON.

### *BU 7-8 Marketing Problems*

*Curriculum: III-1*

*Third year, both semesters*

*Pre-requisite: BU 4*

*Three hours per week*

Using actual case material, this course analyzes and suggests solutions to a wide variety of selling problems in typical industries and trades. It is aimed throughout, to develop the analytical powers of the students so that they may decide a problem from the viewpoint of a sales executive.

The relations of the manufacturer to the wholesaler, the wholesaler to the retailer, and the retailer to the consumer are given extended consideration. Methods of marketing consumer goods, consumers' buying habits and motives, types, methods and costs of retail and wholesale distribution are studied in connection with specific illustrative cases, as well as methods of selling industrial goods, and the development of brands, trademarks, and advertising policies.

Professor JACKSON.

### *BU 12 Principles of Sales Management*

*Curriculum: III-1*

*Third year, second semester*

*Preparation: BU 4*

*Three hours per week*

This course treats of the methods employed by manufacturers and wholesalers in distributing goods. It considers the work of the sales manager, the building of a sales organization, selection, training and paying salesmen, arranging territories, selling quotas, meeting competition, co-ordinating sales with production plans, and the utilization and treatment of retail dealers. A textbook is used, supplemented by lectures by the instructor. The course is planned to lay the groundwork for the consideration of specific problems of sales management in a later course.

Professor JACKSON.

### *BU 14-15 Principles of Advertising*

*Curriculum: III-1*

*Third year, both semesters*

*Three hours per week*

The purpose of this course is to acquaint the student with all the fundamental principles and facts which the advertising man of today must know. The economic background of the subject and its development is presented together with such problems as human instincts, buying habits, argumentative and suggestive appeals, color, headlines, layout, illustrations and trademarks. Advertising costs and the relative effectiveness of newspapers, magazines, car cards, billboards, and direct mail also form a part of the work of the year.

MR. TATTON.

### *BU 17-18 Problems in Sales Management*

*Curriculum: III-1*

*Fourth year, both semesters*

*Pre-requisite: BU 12*

*Three hours per week*

Consideration and discussion of actual problems in sales management is the basis of this course.

Specific cases are analyzed in connection with the building and organization of a sales force, sales research and planning, policies in connection with guarantees, service, brands, and containers, distribution through chain stores, selling methods, deliveries, credits, and the financing of sales operations. The problem material is supplemented with lectures illustrating the sales methods of a number of successful merchandising concerns.

PROFESSOR JACKSON.

### *BU 19 Purchasing and Warehousing*

*Curriculum: III-2*

*Fourth year, first semester*

*Three hours per week*

This course considers from the viewpoint of the executive the modern developments in scientific purchasing and storing of materials. Consideration is given to the economic, legal, psychological and financial aspects of purchasing, the adoption of standards and specifications, the organization, methods and procedure of the purchasing department, the rise of materials' budgets and inventory control. Such specific topics as the following are discussed in connection with storeskeeping: Arranging and equipping the storesroom, stowing materials; the mechanism of materials control, operating the store's record, classification and symbolization of materials, requisition and delivery to the production department.

PROFESSOR INGALLS.



### *BU 20 Wage Systems*

*Curriculum: III-2*

*Fourth year, second semester*

*Preparation: Ec 5-6*

*Three hours per week*

The purpose of this course is to give the student an understanding of the various methods of payment for labor that prevail in modern industry. The advantages and disadvantages of each method with its resulting effects on productive effort and welfare of the worker will be carefully examined. A study will be made of the incentive wage plans (such as) — the Halsey wage plan, the Rowan Premium Plan, the Taylor Differential Piece-Rate Plan, the Emerson Efficiency Wage Plan, the Gantt Task and Bonus Wage Plan, the Bedaux Point Premium Plan, etc. A comparison of these methods as to the value of their practical applications will be made.

MR. GABINE.

### *BU 21 Advertising*

*Curriculum: III-1*

*Fourth year, first semester*

*Pre-requisite: BU 14-15*

*Three hours per week*

Principles of successful planning, co-ordinating, timing, and other features of modern advertising are investigated and solved from the viewpoint of the executive, wherein the student must make decisions in the face of actual problems in contemporary advertising. Model solutions are advanced. Constructive thinking in advertising methods is developed by the student in the same manner that the executive acquires his technique.

MR. TATTON.

### *BU 23-24 Business Policy*

*Curriculums: III 1 and 2*

*Fifth year, both semesters*

*Three hours per week*

Intended to develop an understanding of the nature of the major policies on which all successful business operations rest, this course will co-ordinate and correlate the work given in the specialized courses, to show the interdependence between the different functional departments of a business and to suggest the solution of problems affecting the general policy of an operating company. Consideration is given to such topics as the following: the changing approach to business problems, the size of the business unit, the economic phases of overhead costs, competition, over-expansion and over-production, industrial combinations, taxes and government regulation of industry.

Supplementary lectures introduce studies of the management policies of prominent business and industrial leaders.

PROFESSOR JACKSON.



### *BU 27-28 Retail Store Management*

*Curriculum: III-1*

*Fifth year, both semesters*

*Three hours per week*

The purpose of this course is to make a study of the principles of successful retailing and the actual problems embodying these principles. The course is limited to a discussion of the retail practices of unit store, chain store and department store management. The present status of the retail field, retail buying, sales planning, and promotion, stock control and store operation are some of the subjects dealt with in this course.

MR. ELLISON.

### *BU 29-30 Manufacturing*

*Curriculum: III-2*

*Fifth year, both semesters*

*Pre-requisite: BU 33-34*

*Three hours per week*

This is an advanced course intended to supply a detailed and specific knowledge of factory methods.

Emphasis is placed on the consideration of modern developments of scientific management. Among the topics considered are the setting of departmental standards, the control of operations, and the maintenance of standards through inspection. The viewpoint of the executive in charge of production is adopted throughout the course.

MR. GABINE.

### *BU 31 Sales Campaigns*

*Curriculum: III-1*

*Fifth year, first semester*

*Three hours per week*

An advanced course aimed to teach the technique of conducting sales campaigns, particularly those to introduce new lines of goods or to exploit new territories. It considers the utilization of market research, the work of the sales promotion department in planning the campaign, the achieving of dealer co-operation, the co-ordination of advertising with sales efforts, the use of salesmen in marketing strategy, the elimination of profitless sales, and finally the use of sales systems and graphic records. A number of actual sales campaigns will be outlined and discussed.

Professor JACKSON.

### *BU 32 Foreign Trade*

*Curriculum: III-1*

*Fifth year, second semester*

*Three hours per week*

This course considers the broad, general principle of International Commerce with special reference to conditions in the United States and Europe. Specific topics will be dealt with in the

fields of exporting and importing, among the more important of which will be economic conditions in chief foreign markets, movements of capital, tariff barriers, and sales policies peculiar to foreign trade. The nature and importance of importing will be studied and special attention will be given to the problems of import purchasing.

Professor JACKSON.

### *BU 33-34 Problems in Industrial Management*

*Curriculum: III-2*

*Fourth year, both semesters*

*Three hours per week*

Discussion and solution of actual cases in the management of industrial enterprises forms the basis of this course. Typical problems such as might arise in the student's later business career are analyzed and interpreted, including such topics as the selection of plant buildings and equipment, scientific operating methods, labor requirements and supply, joint relations, the control of design, materials, production, quality and tools, and the co-ordination of productive factors. Consideration is also given to the problems connected with the management of large modern offices.

Professor INGALLS.

The following courses offered by the Department of Industrial Engineering are available to students of Business Management.

### *IN 4 Power Problems*

*Curriculum: III-2*

*Third year, second semester*

*Three hours per week*

In this non-technical course, there are developed the essential principles of the generation, transmission, and utilization of power for industrial operations.

The various types of power producing equipment, such as steam plants, hydro-electric plants, and Diesel engines, are considered in relation to operating efficiency, reliability, and costs. An analysis is made of the factors involved in the transmission and utilization of the power delivered to the production centers in the factory.

Professor ZELLER.

### *IN 5 Transportation*

*Curriculum: III-2*

*Third year, first semester*

*Pre-requisite: Ec 5-6*

*Three hours per week*

The aim of this course is to give a knowledge of the common agencies of transportation and the inter-relation of these agencies. Much time is spent on the development of the railroad business. The following topics are considered: the theory of rate making,

rate classifications, and such problems as personal and local discrimination, financing and reorganization. The lessons from railroad experiences are applied to highway, water-way and air-way transportation.

Professor INGALLS.

### *IN 6 Traffic Management*

*Curriculum: III-2*

*Third year, second semester*

*Three hours per week*

This course deals with the management of transportation and traffic from the standpoint of the industrial traffic manager. It endeavors to show when, where, and how to use highway, railway, waterway, or airway transportation to obtain best results. It depicts the organization and administration of a modern traffic department.

Professor INGALLS.

### *IN 7 Industrial Relations*

*Curriculum: III-2*

*Fifth year, first semester*

*Three hours per week*

This course will include a general discussion of the origin and development of personnel problems. It will include the discussion of morale and loyalty, placement and replacement, employee and self-government, the use of tests for selection of employees, methods of testing, technique of testing, education of the worker, employee interests, and wholesome recreation.

Professor ESTES.

## *General Departments*

### *English*

PROFESSOR HAROLD W. MELVIN, *Chairman*

#### *E 1-2 English I*

*Curriculums: All*

*First year, both semesters*

*Three hours per week*

The course consists of lectures, recitations, class discussions, weekly themes, tests, reports, and a limited amount of outside reading, particularly in modern business and scientific journals. The material for themes is largely drawn from, or related to the student's life and study.

PROFESSORS HOLMES and HAVICE; MESSRS. MARSTON, MCCOY, POTTER, and WHITE.

#### *E 3-4 English II*

*Curriculums: All*

*Second year, both semesters*

*Preparation: E 1-2*

*Three hours per week*

This course combines advanced work in composition with studies in literature. Novels and dramas are assigned for study and class discussion, with a view especially to developing in the student an independent ability to appreciate literary values. In the assignment and correction of weekly themes, which form the basis of the work in composition, emphasis is laid on effective theme organization and precision in the expression of ideas.

DEAN MELVIN, PROFESSOR HOLMES, MR. POTTER.

#### *E 5-6 Effective Speaking*

*Curriculums: All*

*Third year, both semesters*

*Two hours per week*

This course will offer practical training in the preparation and presentation of the various types of speeches. The instruction will be planned to eliminate defects of voice, posture, etc., and to develop in the student an ability to speak easily, naturally, and forcefully.

PROFESSOR HAVICE.

#### *E 8 Business Correspondence*

*Curriculums: All*

*Fifth year, second semester*

*Two hours per week*

This is an advanced course devoted to the study and preparation of the various types of business letters and reports.

MR. MARSTON.

### *E 100 Shakespeare*

*Curriculum: Full-time*

*Three hours per week*

In this course from fifteen to twenty of Shakespeare's outstanding plays will be read. The more important plays will be discussed carefully in class. Additional notes will be given in the lectures, concerning the Elizabethan Period, Shakespeare's stage, and the work of his contemporaries. The purpose of the course is to teach the students how to read, with pleasure to themselves, the plays of the greatest of all English writers. The course will also give a student sufficient practice in careful reading, so that it will be valuable to him in any other type of reading that he may do in the future.

Dean MELVIN.

### *E 200 English Literature*

*Curriculum: Full-time*

*Three hours per week*

A survey of the principal periods in English Literature will be the purpose of this course. The more important authors will be studied carefully. The historical background of each period will be studied in order to throw light upon the literary achievements of each age. The course is designed to develop appreciation of the classics in English Literature.

Dean MELVIN.



## *Economics*

Professor WILFRED S. LAKE, *Acting Chairman*

### *Ec 1 Introduction to Economics*

*Curriculums: All*

*First year, first semester*

*Three hours per week*

In order to provide an adequate background for the study of economics this first course is primarily a description of the modern economic organization of society. Although attention is first directed to the evolution of the present economic structure and institutions, the chief emphasis of the course is upon the nature and character of modern industrial society. The study centers about analyses of representative industries with particular reference to the importance of economic resources in their development and future and their outstanding economic features. Frequent use is made of motion pictures to describe the processes and to indicate the peculiar characteristics of specific industries.

Professor TRUSSELL.

### *Ec 2 Economic History of the U. S.*

*Curriculums: All*

*First year, second semester*

*Three hours per week*

This course is designed to complete the factual background which is needed for the most successful study of theoretical economics. The economic development of the United States is traced from the colonial period to the present with special emphasis upon the period since the Civil War. Stress is laid upon the importance of economic factors and changes in our history in the description of the development of manufacturing, agriculture, domestic and foreign commerce, finance and banking, transportation and labor organizations. Consideration is given to European developments which have been closely related to those of the United States.

Professor LAKE.

### *Ec 3-4 Economic Principles*

*Curriculums: All*

*Second year, both semesters*

*Three hours per week*

A thorough grounding in the fundamental principles and laws of economics is the aim of this basic course. The main topics include: the nature of production, the nature and importance of wants, the determination of price under conditions of competition and monopoly, the nature and functions of money and

credit, the nature of international trade, and the distribution of wealth and income in the forms of wages, economic rent, interest and profits.

Professor TRUSSELL.

### *Ec 5-6 Applied Economics*

*Curriculums: All*

*Third year, both semesters*

*Three hours per week*

In this course the application of economic principles to the major economic problems of modern society is emphasized. These problems are analyzed from the point of view of society rather than solely from the viewpoint of the individual business man. Among the problems studied are the following: The relation of government to business, the control of monopolies, regulation of public utilities, protective tariffs and subsidies, stabilization of prices, control of the business cycle, population growth and immigration, labor problems such as unemployment and labor unions, agricultural problems, insurance, taxation and public finance, and proposals for the remodeling and improving of the economic system.

Mr. GABINE.

### *Ec 7-8 Business Economics*

*Curriculums: All*

*Fourth year, both semesters*

*Three hours per week*

The actual relationship between economics and business is brought out in this course in which the emphasis is upon the direct application of economic principles and laws to business and industry. Although the viewpoint is principally that of the business man, the relation between business and the permanent social economic welfare is not neglected. The case method of instruction is used in which only problems and situations which have actually confronted business men are analyzed. The topics considered include: the economics of the business cycle, the relation of the business cycle to manufacturing, employment, merchandising, advertising and investment policies, and the economics of the problems of finance, management and distribution.

Professor LAKE.

### *Ec 9-10 Elementary Statistics*

*Curriculums: All*

*Fourth year, both semesters*

*Three hours per week*

This course is intended to give the student an understanding of statistical principles and methods and their practical application to the management and administration of modern business. A study is made of: The nature, sources, collection and organiza-

tion of business facts; the various averages and their practical uses; the distribution of the data around the average representing the group; and the various methods of presenting statistical information. Practical business problems involving the principles and methods studied are analyzed from time to time.

MR. GABINE.

### *Ec 11 Advanced Statistics*

*Curriculums: All*

*Fifth year, first semester*

*Pre-requisite Ec 9-10*

*Three hours per week*

In this course the more advanced practical phases of statistics are considered with particular reference to the interpretation of statistical data and the use of statistics in business research. Topics include: A careful study of index numbers, the importance and value of index numbers as an aid to the formation of business policies, their construction and the problems involved in their construction, the measurement of business fluctuations, the measurement of the influence of business fluctuations upon specific business organizations and the various methods of forecasting.

MR. GABINE.

## *Sociology and Psychology*

Professor STANLEY G. ESTES, *Chairman*

### *S 1-2 Psychology*

*Curriculums: All*

*Third year, both semesters*

*Three hours per week*

This basal course is designed to acquaint the student with the problems and investigational techniques of psychology, and to give a familiarity with more important results of experimental psychology. The structural basis of behavior, motivation, learning, individual differences, and personality are the main topics.

Professor ESTES.

### *S 3-4 Sociology*

*Curriculums: All*

*Fifth year, both semesters*

*Three hours per week*

An analysis of the phenomenon of societal evolution, the principles and forces determining it, and a survey of the contemporary problems of group adjustment and control. Problems centering about the institution of the family, and population shifts and growth will be emphasized.

Professor HAVICE.

### *S 100 The Technique of Thinking*

*Curriculum: Full-time*

*Three hours per week*

To develop in the student the ability to apply orderly, logical, and accurate thought to the solution of a given problem is the essential purpose of this course. The subject matter will be offered in two general divisions. The first half of the course will deal with logic and methodology. Scientific processes of correct reasoning will be studied, and considerable attention will be given to the major fallacies in reflective thinking. The second half of the course will comprise a study of the several contemporary schools of thought and their exponents. Analyses of the writings of modern thinkers and series of practical problems will be assigned.

Professor HAVICE.

### *S 200 Social Psychology*

*Curriculum: Full-time*

*Three hours per week*

An introduction to the study of social behavior. Topics to be studied are: Social setting of human behavior, psychology of individual behavior, personality and group participation, personality and subjective patterns — the crowd and the public.

Professor ESTES.

*S 300 Mental Tests**Curriculum: Full-time**Three hours per week*

Studies in personnel procedure. An introductory survey to psychological and psychiatric principles and techniques now being applied in business and education. The aim is to develop in the student a critical appreciation of the value of these procedures.

Professor ESTES.



## *Unclassified Courses*

### *M 21-22 General Mathematics*

*Curriculums: All*

*Second year, both semesters*

*Three hours per week*

The mathematics in this course is intended as a general preparation for the specialized mathematics which appears in the various courses of the Business Administration Curriculums. It starts with a thorough review of fractions and decimals and the theory of exponents in arithmetic. This is followed by the fundamental algebraic principles, the solution of first degree and simultaneous equations, quadratic equations, the fundamental laws of exponents in algebra, logarithms, slide rule, progressions and series, ratio and proportion, certain geometric principles, charts and graphs, evaluation of formulas, various unit systems and conversions, permutation and probability.

PROFESSOR SPEAR.

### *U 1-2 Physical Training*

*Curriculums: All*

*First year, both semesters*

*Two hours per week*

All first-year students are required to take physical training. Health, strength, and vitality do not come by chance, but by constant attention to those factors involved in their development. It is very essential for the student to acquire good habits of life.

The work in the course includes a formal calisthenic program, special exercise classes for the correction of postural defects, participation in the regular athletic program, including baseball, basketball, hockey, soccer, track, and many types of informal games. All members of the class are also required to learn to swim.

Students wishing to be excused from physical training, because of physical defects, are required to present a petition to the faculty supported by a physician's certificate.

PROFESSOR PARSONS; MESSRS. TATTON, MCCOY, LAVRAGA, PEEL, HULTGREN, and others.

### *U 3-4 Hygiene*

*Curriculums: All*

*First year, both semesters*

*One hour per week*

One class hour per week is devoted to the study of information closely related to the physical training work and to personal and mental hygiene. For this class lecture each student is assigned at least one hour of outside study based on the required textbook. The course includes enough of the fundamentals of

physiology and anatomy to enable the student to understand such parts of the course as require some knowledge of these subjects.

PROFESSOR PARSONS.

### *U 10 Business Law*

*Curriculums: All*

*Fifth year, second semester*

*Three hours per week*

Law in commercial enterprise is extremely important. Students should have at least a thorough knowledge of contracts, agency, negotiable instruments, partnership and corporations.

This course is a broad review in concentrated form of the law which the students have studied in various courses throughout their previous years in college.

MR. W. PORTER.

### *U 21-22 Law of Contracts*

*Curriculums: All*

*First year, both semesters*

*Three hours per week*

This course concerns itself with the fundamental element of contracts — especially offer, acceptance, responsible party, and certain important pitfalls. The course material is tied up with the courses in organization, administration, accounting, and finance.

MR. W. PORTER.

### *U 23-24 Business Conference*

*Curriculums: All*

*Fourth year, both semesters*

*Two hours per week*

This course is the connecting link between the industry and the class-room. The third- and fourth-year men of each curriculum meet together in small groups. It is conducted as a society and is presided over by student officers under the direction of a member of the faculty. Each student, in turn, delivers a twenty- to thirty-minute talk on some topic of experience or general interest. Other students are designated to supplement the information given by the principal speaker with short discussions and the meeting is then thrown open to a general discussion by the whole class as long as seems best to the instructor. Thus it is possible for all students in the class to become familiar also with the practical experience being acquired by their class-mates and so become acquainted with a larger number of practical problems and a broader field of experience.

Intermingled with these regular classes special programs are arranged to permit prominent men to address the students on current problems and projects.

MESSRS. DAVIS and RICE.

### *U 25 Business Conference*

*Curriculums: All*

*Fifth year, first semester*

*Two hours per week*

(Same as U23-24)

### *U 27 History of Science*

*Curriculums: All*

*Fourth year, first semester*

*Three hours per week*

The aim is to give a broad view of the growth of science, extend the range of the students' interests, and encourage discriminating scientific reading.

Dean MELVIN.

### *U 28 Municipal Government*

*Curriculums: All*

*Fourth year, second semester*

*Three hours per week*

An analysis and discussion of the various types of municipal government with special attention to present-day problems will be the basis of this course. Particular stress will be laid upon the business side of municipal administration.

Professor TRUSSELL.

## *Courses of Instruction*

Number	SUBJECT	Curriculum	Year
<b>ACCOUNTING</b>			
AC 1-2	Elementary Accounting.....	All	1
AC 3-4	Advanced Accounting.....	All	2
AC 5	Accounting Problems.....	II, III	3
AC 5-6	Accounting Problems.....	I	3
AC 7-8	C. P. A. Problems.....	I	4
AC 9	Income Tax.....	I, II	5
AC 10	Budgetary Control.....	I, II, III-2	5
AC 11	Fiduciary Relationships.....	I, II	5
AC 12	Accounting Systems.....	I	5
AC 13	Cost Accounting Practice.....	I	5
AC 14	Auditing .....	I	5
<b>BANKING AND FINANCE</b>			
FI 1	Commercial Banking.....	All	2
FI 3-4	Business Finance.....	All	2
FI 5-6	Corporation Finance.....	I, II	3
FI 2	Credits and Collections.....	III-1	4
FI 8	Bank Management.....	II	3
FI 9	Money and Banking.....	I, II	4
FI 10	Credit Investigations.....	I, II	4
FI 11	Public Utility Finance.....	II	4
FI 12	Problems in Finance.....	II	4
FI 13	Investments.....	II	5
FI 14	Investment Analysis.....	II	5
FI 16	International Banking.....	II	5
<b>BUSINESS MANAGEMENT</b>			
BU 1-2	Organization and Administration....	All	1
BU 4	Marketing Principles.....	All	2
BU 5-6	Industrial Management.....	I, II, III-2	3
BU 7-8	Marketing Problems.....	III-1	3
BU 12	Principles of Sales Management.....	III-1	3
BU 14-15	Principles of Advertising.....	III-1	3
BU 17-18	Problems in Sales Management.....	III-1	4
BU 19	Pur. and Warehousing.....	III-2	4
BU 20	Wage Systems.....	III-2	4
BU 21	Advertising.....	III-1	4
BU 23-24	Business Policy.....	III	5
BU 27-28	Retail Store Management.....	III-1	5
BU 29-30	Manufacturing.....	III-2	5
BU 31	Sales Campaigns.....	III-1	5
BU 32	Foreign Trade.....	III-1	5
BU 33-34	Problems in Industrial Mgt.....	III-2	4
<b>INDUSTRIAL</b>			
IN 4	Power Problems.....	III-2	3
IN 5	Transportation.....	III-2	3
IN 6	Traffic Management.....	III-2	3
IN 7	Industrial Relations.....	III-2	5

*Courses of Instruction—Continued*

Number	SUBJECT	Curriculum	Year
<b>ENGLISH</b>			
E 1-2	English I.....	All	1
E 3-4	English II.....	All	2
E 5-6	Effective Speaking.....	All	3
E 8	Business Correspondence.....	All	5
E 100	Shakespeare.....	Full-time	2, 3, 4
E 200	English Literature.....	Full-time	2, 3, 4
<b>ECONOMICS</b>			
Ec 1	Introduction to Economics.....	All	1
Ec 2	Economic History of the U. S.....	All	1
Ec 3-4	Economic Principles.....	All	2
Ec 5-6	Applied Economics.....	All	3
Ec 7-8	Business Economics.....	All	4
Ec 9-10	Elementary Statistics.....	All	4
Ec 11	Advanced Statistics.....	All	5
<b>SOCIOLOGY AND PSYCHOLOGY</b>			
S 1-2	Psychology.....	All	3
S 3-4	Sociology.....	All	5
S 100	The Technique of Thinking.....	Full-time	2, 3, 4
S 200	Social Psychology.....	Full-time	2, 3, 4
S 300	Mental Tests.....	Full-time	2, 3, 4,
<b>UNCLASSIFIED</b>			
M 21-22	General Mathematics.....	All	2
U 1-2	Physical Training.....	All	1
U 3-4	Hygiene.....	All	1
U 10	Business Law.....	All	5
U 21-22	Law of Contracts.....	All	1
U 23-24	Business Conference.....	All	4
U 25	Business Conference.....	All	5
U 27	History of Science.....	All	4
U 28	Municipal Government.....	All	4



# *Roster of Students*

## *For the School Year 1930-1931*

### *Division A Freshmen*

NAME	DEPT.	HOME ADDRESS
Abbott, Warner Marshall	Bus. Mgt.	South Weymouth
Ackroyd, J. Roland	Acc.	Needham
Alley, Malcolm Ruel	Finance	Gilbertville
Annis, Robert Flanders	Acc.	North Weare, N. H.
Barrows, Carlton H.	Bus. Mgt.	West Hartford, Conn.
Best, George Woodbury	Bus. Mgt.	Springfield
Bower, Kenneth	Finance	Schenectady, N. Y.
Brown, Ernest Augustus, Jr.	Finance	Bedford
Callahan, Robert Joseph	Bus. Mgt.	Quincy
Carlson, Helge I.	Bus. Mgt.	Worcester
Cochrane, George Risley	Acc.	Goffstown, N. H.
Coolidge, George R., Jr.	Finance	Framingham
Damery, Thomas Charles	Bus. Mgt.	West Somerville
Dennis, Gordon Bowman	Bus. Mgt.	Framingham
Dolan, Ellsworth Way	Bus. Mgt.	North Weymouth
Donovan, William F.	Finance	South Boston
Drapkin, David	Finance	Dorchester
Emerson, Leon Cortland	Bus. Mgt.	Framingham
Finkelman, Israel	Bus. Mgt.	Peabody
Foden, Lawrence W.	Acc.	Medford
Fortune, Edward Morton	Bus. Mgt.	Framingham
Freeman, Melvin Robert	Bus. Mgt.	Littleton, N. H.
Frissell, Clinton Jordan	Bus. Mgt.	Hinsdale
Furdon, Henry Donald	Bus. Mgt.	Neuron Center
Furtado, Joseph John	Bus. Mgt.	Hudson
Gagan, James Leo	Bus. Mgt.	Worcester
Gammons, Albion Frederick	Finance	Methuen
Gebhard, Leonard, Jr.	Bus. Mgt.	South Weymouth
Gordon, Sedgwick Steele	Finance	Bristol, Conn.
Gorski, Walter	Finance	Framingham
Greenwood, Frank Orville	Bus. Mgt.	Topsfield
Griffith, Thomas B.	Acc.	Dolgeville, N. Y.
Grublin, Victor E.	Acc.	South Boston
Hannon, Robert Joseph	Bus. Mgt.	East Milton
Herbert, Paul Martin	Bus. Mgt.	Framingham
Hirschfield, Robert Louis	Bus. Mgt.	Newton
Jachym, Adolph Albert	Bus. Mgt.	Westfield
Jee, Albert Reid, Jr.	Bus. Mgt.	Everett
Johnston, Edgar Blackwell	Bus. Mgt.	Atlantic
Kelsey, William Samuel	Bus. Mgt.	Taconnic, Conn.
Kirkland, Edward Victor	Acc.	Wollaston
Kirschenbaum, Morris	Bus. Mgt.	North Adams
Kisiel, Walter Francis	Bus. Mgt.	Brighton
Knight, Richard D.	Finance	West Medford
Kramer, Ralph L.	Bus. Mgt.	Franklin, N. H.
Kramer, Stanley W.	Finance	Port Washington, N. Y.
Kulevich, Alexander Walter	Acc.	Maynard
Lajoie, Louis Joseph	Bus. Mgt.	Whitman

NAME	DEPT.	HOME ADDRESS
Lamson, Kempton Charles	Finance	Malden
Langdon, Walter C.	Finance	Plattsburgh, N. Y.
Lewis, Earle Russell	Acc.	Rusland, Vt.
Lindsey, Walter Ralston	Acc.	Westtown, N. Y.
Linscott, Frederick Pigeaud	Bus. Mgt.	Newton
Luce, George Alton	Finance	Riverhead, N. Y.
MacDonald, Robert Warren	Finance	Melrose
Maloney, Bernard	Bus. Mgt.	Cambridge
Mason, Harold Roger	Acc.	Quincy
Morse, John Abbott	Bus. Mgt.	Beverly
McClary, Raymond T.	Acc.	Turners Falls
McGee, Hamilton Bruce	Bus. Mgt.	Dorchester
McVeigh, Francis Fisher	Bus. Mgt.	Brattleboro, Vt.
Nelson, Albert Elmer	Acc.	Arlington
Newcomb, Charles Kermit	Bus. Mgt.	Worcester
Nutt, Milton Walter	Bus. Mgt.	Wakefield
Nye, Wendell Allen	Bus. Mgt.	Westminster
O'Brien, John Thomas	Bus. Mgt.	Allston
Olson, Oscar Victor	Bus. Mgt.	Meriden, Conn.
Owen, Edward Charles	Acc.	Taunton
Pai, Ei Whan	Finance	Fusan, Korea
Pamis, Samuel William	Bus. Mgt.	Haverhill
Perrine, Howard C.	Bus. Mgt.	Newtonville
Peterson, Clarence Earle	Bus. Mgt.	Rochester, N. H.
Pitocchelli, Guido Thomas	Bus. Mgt.	Lawrence
Poltovak, Eugene Henry	Bus. Mgt.	Cambridge
Ranney, Gerald Arthur	Finance	Ashfield
Robbins, Ronald Goddard	Bus. Mgt.	Framingham
Rogers, George Kenneth	Bus. Mgt.	Brockton
Ross, Elwood Franklin	Bus. Mgt.	Lewiston, Me.
Sacco, Joseph Anthony	Acc.	Dorchester
Salman, John Richard	Bus. Mgt.	Needham
Sanger, Edward Choate	Finance	Holbrook
Sawyer, Roland J., Jr.	Bus. Mgt.	Brunswick, Me.
Seamans, Raymond J.	Acc.	Whitman
Shine, Frederick Paul	Finance	Newton
Shippee, Allen C.	Bus. Mgt.	Gardner
Simonis, Thomas Walter	Acc.	Sharon
Smith, David Michael	Bus. Mgt.	Sharon
Smith, Justin H.	Bus. Mgt.	Bellows Falls, Vt.
Stanwood, Herbert A., Jr.	Bus. Mgt.	Roslindale
Steele, George Joseph	Finance	South Natick
Straffin, Charles Garfield	Bus. Mgt.	Brockton
Sund, Arvid LeRoy	Acc.	Everett
Tillman, Jacob	Finance	Springfield
Underhill, Clinton Clarke	Bus. Mgt.	Worcester
Vaine, Gerald F.	Bus. Mgt.	Middletown, Conn.
Walsh, Matthew Vincent	Finance	Dorchester
Webster, George Henry	Acc.	Everett
Wentworth, Robert Benning	Bus. Mgt.	Brookline
West, William Henry	Bus. Mgt.	Cambridge
Wignot, Joseph Theodore, Jr.	Finance	Natick
Wild, Harry	Acc.	Monticello, N. Y.
Williams, Arnold Weaver	Bus. Mgt.	Melrose
Wilson, Robert Perry	Bus. Mgt.	Belmont
Wojtklewcz, Walter J.	Acc.	South Deerfield
Woodman, George Gerald	Bus. Mgt.	Malden

NAME	DEPT.	HOME ADDRESS
Wyman, Dann Coriat	Bus. Mgt.	Wollaston
Young, Harold Archibald	Bus. Mgt.	Somerville
Young, Linwood B.	Bus. Mgt.	Quincy

### *Division B Freshmen*

Andrews, Daniel Keith	Bus. Mgt.	East Chicago, Ind.
Atherton, William A.	Bus. Mgt.	Portland, Me.
Bitensky, Jason	Bus. Mgt.	Pittsfield
Blanchard, Daniel Theron	Bus. Mgt.	Whitman
Borison, Melville	Acc.	Dorchester
Boyle, James Francis	Bus. Mgt.	Malden
Boyle, Martin J.	Bus. Mgt.	Malden
Brown, Robert William	Acc.	Springfield
Bruns, Sumner Bartlett	Acc.	Somerville
Carr, Kenneth Edward	Acc.	Oneonta, N. Y.
Carter, Ralph Lawrence	Bus. Mgt.	Waltham
Carvalles, Francisco S.	Acc.	Andar, Sao Paulo, Brazil
Chesley, Carl Francis	Finance	Lexington
Cipriano, William	Acc.	Lyons, N. Y.
Conner, George Richard	Acc.	Lynn
Corbett, Luke Richard	Bus. Mgt.	Johnstown, N. Y.
Coury, Alfred D.	Acc.	New Bedford
Derwin, James J. Francis	Bus. Mgt.	New Haven, Conn.
DiCarlo, Anthony	Acc.	Batavia, N. Y.
Doherty, Robert F.	Acc.	Stoneham
Emerson, Thayer M.	Finance	West Roxbury
Feldman, William	Finance	Worcester
Gallagher, Herbert Wendell	Bus. Mgt.	Newton
Goldfarb, Isadore Max	Acc.	Hartford, Conn.
Gooding, Ernest A., Jr.	Finance	Boston
Harriman, Nelson Franklin	Bus. Mgt.	Mattapoisett
Herbeck, Carl Heinz	Bus. Mgt.	Hyde Park
Hibbard, Donald Charles	Acc.	Washington, D. C.
Johnson, Bradford Lenard	Acc.	Dedham
Kaba-Hamsy, James S.	Finance	Boston
Keller, Irving	Bus. Mgt.	Gloucester
Kelley, Gordon Francis	Acc.	Holbrook
Kenney, George Locke	Bus. Mgt.	Belmont
Messer, Earle Anderson	Acc.	Wakefield
Murphy, Everett Joseph	Bus. Mgt.	Middleboro
Murray, Eldon Hicks	Bus. Mgt.	Cambridge
Murray, John Frederick	Bus. Mgt.	Chelsea
McKenna, Walter Armand	Acc.	Revere
Newman, Jacob	Bus. Mgt.	Cambridge
Nowick, Julian Anthony	Finance	Worcester
Papineau, Joseph Francis	Bus. Mgt.	Brockton
Patterson, James A.	Finance	Lawrence
Peterson, John	Finance	Jamaica Plain
Phelps, Merle Edgar	Finance	Staffordville, Conn.
Pinkul, Robert Frederick	Finance	Jamaica Plain
Poole, Levin Leslie	Bus. Mgt.	Currituck, N. C.
Posey, Aubrey Gene	Bus. Mgt.	North Weymouth
Quigley, William Douglas	Acc.	Newtonville
Seavey, Murray Arthur	Acc.	Wakefield
Seward, Elwood Harris	Finance	New Hampton, N. Y.

NAME	DEPT.	HOME ADDRESS
Shields, Lyle Hilton	Bus. Mgt.	<i>Morris, N. Y.</i>
Sohn, Samuel	Finance	<i>Hartford, Conn.</i>
Steger, Chris Fonville, Jr.	Bus. Mgt.	<i>Brockton</i>
Stimpson, Richard Marston	Bus. Mgt.	<i>Brockton</i>
Stockbridge, Merritt	Bus. Mgt.	<i>Wakefield</i>
Story, Walter Leslie	Bus. Mgt.	<i>Brewster</i>
Strath, William G., Jr.	Bus. Mgt.	<i>Cambridge</i>
Szypowicz, William Peter	Bus. Mgt.	<i>Cambridge</i>
Thomson, Robert Allan	Bus. Mgt.	<i>Brockton</i>
Turner, Joseph Patrick	Bus. Mgt.	<i>West Newton</i>
Wadsworth, Burton Grant	Bus. Mgt.	<i>Warner, N. H.</i>
Wassermann, Samuel Heinrich	Bus. Mgt.	<i>Dorchester</i>
Weiner, Maurice	Acc.	<i>Revere</i>
Welch, William J.	Bus. Mgt.	<i>Somerville</i>
Wise, Herman Harold	Acc.	<i>Brookline</i>

# Roster of Students

## For the School Year 1930-1931

### Upper Classmen

NAME	DEPT.	YEAR	HOME ADDRESS
Ackart, T. Edmund	Finance	1931	Schaghticoke, N. Y.
Altshuler, Norman P.	Finance	1932	Peabody
Amberlock, Joseph P.	Bus. Mgt.	1934	Westfield
Amiss, Ralph G.	Finance	1931	Methuen
Anderson, Elmer Arthur	Acc.	1932	North Easton
Antico, Frank Joseph	Acc.	1932	Medford
Azarian, Michael	Bus. Mgt.	1934	Revere
Bacon, Preston Morrill	Bus. Mgt.	1934	Beirut, Syria
Bacon, Silas Herbert	Bus. Mgt.	1934	Braintree
Baker, Carl James	Acc.	1932	Boston
Baker, Leland H.	Acc.	1932	Charlton
Banks, David D.	Finance	1931	Cambridge
Bates, Richard Edward	Finance	1932	Wellesley
Beal, Frank Gilbert	Bus. Mgt.	1934	Foxboro
Bean, Ernest W.	Acc.	1931	Swampscott
Beaton, Alfred Taylor	Bus. Mgt.	1934	Millbury
Begun, William	Acc.	1931	Gardner
Belden, Harris J.	Bus. Mgt.	1934	Clayton, N. Y.
Bergeron, Albert Phillip	Acc.	1932	Jamaica Plain
Bertelli, Joseph A.	Finance	1931	Somerville
Berthiaume, Amedee S.	Acc.	1932	Millbury
Bird, Theodore S.	Finance	1934	Rockland, Me.
Bixby, Arthur P.	Bus. Mgt.	1934	West Groton
Bixby, Harvey A.	Finance	1932	West Groton
Blatchford, Frank Warren	Acc.	1931	Gloucester
Bond, Coram Allison	Bus. Mgt.	1934	Lancaster, N. H.
Bouchard, Charles E.	Acc.	1931	Manchester, N. H.
Brown, Everett A.	Acc.	1931	Haverhill
Brundage, Ayton A.	Acc.	1931	Melrose
Bucci, Henry D.	Acc.	1931	Medford
Buchsbaum, Irwin	Bus. Mgt.	1934	Dorchester
Burbank, Willis P.	Finance	1931	Lynn
Burke, George S. V.	Finance	1932	Reading
Burnham, Morris Wayne	Finance	1932	Hartford, Vt..
Cafiso, John Charles	Finance	1931	Methuen
Cameron, Paul Alden	Bus. Mgt.	1934	Arlington
Canfield, Rodney Blair	Bus. Mgt.	1934	Bristol, Conn.
Carlson, Arthur Edwin	Acc.	1932	West Roxbury
Carlson, Charles A.	Bus. Mgt.	1934	Jamaica Plain
Carlson, Gustave Wilhelm, Jr.	Bus. Mgt.	1934	Gloucester
Carlson, Robert Oliver	Acc.	1931	North Easton
Carrigan, James E. T.	Bus. Mgt.	1934	Hyde Park
Carroll, William H.	Finance	1932	Dorchester
Carter, William Lee	Finance	1932	Needham
Castrucci, Louis P.	Bus. Mgt.	1934	Allston
Caverly, Gardner Arthur	Bus. Mgt.	1934	Laconia, N. H.
Chatis, Harold	Finance	1932	Lynn
Chesley, Richard Booker	Bus. Mgt.	1934	Reading
Christian, Stephen T.	Bus. Mgt.	1934	Elmira, N. Y.



NAME	DEPT.	YEAR	HOME ADDRESS
Christianson, Ralph M.	Bus. Mgt.	1934	Worcester
Ciarlone, Nicholas M.	Acc.	1932	Fall River
Clark, Lemert William W.	Finance	1932	Winchester
Clark, Lewis Walter	Bus. Mgt.	1934	Corinna, Me.
Clark, Robert Franklin	Finance	1932	Dedham
Cobb, Frederic Ernest	Acc.	1931	Winchester
Cohen, Harry Charles	Finance	1931	Biddeford, Me.
Cohen, Hyman J.	Bus. Mgt.	1934	Malden
Cohen, Samuel	Acc.	1932	Boston
Cole, Richard S.	Finance	1932	Attleboro
Connell, William James	Acc.	1932	Arlington
Corey, Roger F.	Finance	1931	Mansfield
Cotton, Robert T.	Finance	1931	Roxbury
Crawford, Elmer William	Acc.	1931	Barre, Vt.
Crighton, John Joseph	Bus. Mgt.	1934	Belmont
Crosby, Joseph J.	Finance	1932	Lewiston, Me.
Cullen, Kenneth Freman	Acc.	1932	Winchester
Cummins, Robert B.	Bus. Mgt.	1934	Roxbury
Cunningham, Francis J.	Finance	1931	Chelsea
Cunningham, Henry D.	Finance	1932	Salem
Curley, John J.	Bus. Mgt.	1934	Dorchester
Cutler, Samuel	Finance	1931	North Dartmouth
Danca, Salvatore J.	Bus. Mgt.	1934	Malden
Davis, Gerald Moulton	Finance	1931	Auburndale
Day, Robert Francis	Bus. Mgt.	1934	Needham
DeBenedictis, Vincent	Bus. Mgt.	1934	Arlington
Donnelly, John Lawrence	Finance	1932	Cambridge
Douglas, David Lloyd	Bus. Mgt.	1934	Quincy
Douglas, Richard	Bus. Mgt.	1934	Wollaston
Doyle, John Edward, Jr.	Acc.	1932	Hartford, Conn.
Drake, Robert W.	Finance	1932	Townsend
Dutton, Harold B., Jr.	Acc.	1932	Fairhaven
Eck, Alton M.	Bus. Mgt.	1934	Wollaston
Epstein, Carl	Finance	1931	Dorchester
Fairbank, Robert Vernon	Bus. Mgt.	1934	Salem
Faulkner, Ernest Kenneth	Bus. Mgt.	1934	Waltham
Faulkner, Norman Foster	Acc.	1931	Bellows Falls, Vt.
Fisher, Arthur Walter	Acc.	1932	Cambridge
Fitzgerald, James Edward	Bus. Mgt.	1934	Natick
Flanagan, John P.	Finance	1932	South Boston
Fletcher, Samuel Irwin	Acc.	1931	New Bedford
Fournier, Felix George	Acc.	1931	New Bedford
Franco, Mario Costa	Acc.	1932	Fall River
Freeman, Albert Gray, Jr.	Acc.	1932	Everett
Fuller, Paul W.	Finance	1931	Rumford, Me.
Fulton, Raymond Eugene	Bus. Mgt.	1934	South Weymouth
Gardner, Robert Hale	Finance	1931	Nashua, N. H.
Gesson, Samuel	Acc.	1932	Chelsea
Gillette, Charles Milton	Acc.	1932	Holyoke
Glennon, Paul W.	Acc.	1932	Worcester
Golbranson, C. Leonard	Acc.	1932	Quincy
Gordon, Nathan Aaron	Bus. Mgt.	1934	Boston
Gould, George Herbert	Finance	1931	Everett
Graham, John Joseph	Acc.	1932	Hingham
Graves, Harold Albert	Finance	1931	Conway
Green, Isadore	Acc.	1932	Mattapan
Greenleaf, Charles Robert	Finance	1932	Natick

NAME	DEPT.	YEAR	HOME ADDRESS
Grieve, Robert Gray	Bus. Mgt.	1934	Watertown
Groves, W. Burpee	Bus. Mgt.	1934	Lynn
Hadjian, Albert Manoog	Bus. Mgt.	1934	Brookline
Hague, Alfred Eldred	Bus. Mgt.	1934	Mechanicville, N. Y.
Hall, Franklin G.	Finance	1932	Boston
Hall, Ralph Martin	Bus. Mgt.	1934	Somerville
Hart, Frederick Hayward	Finance	1932	Lynn
Hassell, Richard G.	Finance	1931	Conway
Hersey, Fred Howard, Jr.	Finance	1932	Wollaston
Hewins, Gilbert M.	Bus. Mgt.	1934	Belmont
Hickok, Frank F.	Bus. Mgt.	1934	Ogdensburg, N. Y.
Hintz, Elmer F.	Acc.	1932	New Haven, Conn.
Hintz, Lester E.	Acc.	1931	New Haven, Conn.
Hodder, George J.	Finance	1932	Belmont
Hodgson, George Earle	Bus. Mgt.	1934	Springfield
Howe, Arthur William	Acc.	1932	Everett
Howe, Frank Warner	Bus. Mgt.	1934	Worcester
Hyde, Robert M.	Bus. Mgt.	1934	Lawrence
Hyde, Walter Seneca	Finance	1932	Holbrook
Jakubowicz, Constant J.	Bus. Mgt.	1934	Clinton
James, Arthur R.	Bus. Mgt.	1934	Winchendon
Jaquith, Adford William	Finance	1932	Woburn
Johnson, Frank Raymond	Bus. Mgt.	1934	Methuen
Johnson, Rudolph A.	Finance	1932	Smithtown, N. Y.
Jordan, Richard T.	Acc.	1932	Rumford, Me.
Karges, Robert William, Jr.	Finance	1932	Rutherford, N. J.
Kelley, Charles F.	Bus. Mgt.	1934	Roslindale
Kelley, John Lennon	Finance	1932	West Roxbury
Kelley, Russell Boyden	Acc.	1932	Dorchester
Kelly, William T., Jr.	Bus. Mgt.	1934	Salem
Kesselman, Morris	Finance	1931	Roxbury
Ketover, Max Louis	Bus. Mgt.	1934	Franklin
Kianski, Alexander F.	Bus. Mgt.	1934	Brockton
Killion, Earl E.	Acc.	1931	Hopedale
Knox, George H.	Acc.	1931	Easthampton
Kouffman, Daniel Henry	Finance	1932	Providence, R. I.
Krashefski, Leonard A.	Bus. Mgt.	1934	Moodus, Conn.
Krasnow, Louis	Finance	1931	Mattapan
Krotman, Morris Harry	Bus. Mgt.	1934	Mattapan
Kuhlberg, J. Frederick	Bus. Mgt.	1934	Quincy
Kuposky, Milton	Acc.	1931	Dorchester
Landsman, Abraham	Finance	1934	Dorchester
Lanzillotta, Joseph P.	Finance	1932	South Hanson
Leverone, Thomas Arthur	Bus. Mgt.	1934	Somerville
Lilley, Franklin W.	Finance	1931	New Bedford
Linehan, William T.	Finance	1932	Salem
Littlefield, Wesley Goudey	Bus. Mgt.	1934	Alton, N. H.
Loss, Theodore H.	Finance	1931	Middletown, Conn.
Loux, Donald Joseph	Finance	1932	Palmer
Lowndes, Samuel George	Finance	1932	North Easton
Lundgren, Carl G.	Bus. Mgt.	1934	Quincy
Lyons, Everett D.	Finance	1931	Chelmsford
Mabey, Raymond E.	Acc.	1931	Auburndale
MacIlroy, Robert Laming	Acc.	1932	Salem
MacLean, Roland R.	Finance	1931	Belmont
Manasas, Albert G.	Finance	1932	Worcester
Manning, M. Joseph	Finance	1931	Milton

NAME	DEPT.	YEAR	HOME ADDRESS
Matson, Robert B.	Finance	1931	Allston
Mawhinnie, Clayton Chipman	Bus. Mgt.	1934	Winchendon
McCrudden, James Hubert	Finance	1932	Newton
McCue, Paul L.	Finance	1931	Somerville
McKee, John Francis, Jr.	Finance	1932	Hingham
McMillan, T. Lawrence	Bus. Mgt.	1934	Danbury, Conn.
McMullen, Joseph W.	Finance	1932	East Boston
Mitchell, Everett S.	Bus. Mgt.	1934	New Britain, Conn.
Monahan, Robert G.	Bus. Mgt.	1934	Richfield Springs, N. Y.
Moore, Gordon	Finance	1932	Peterborough, N. H.
Moran, John Joseph	Bus. Mgt.	1934	Arlington
Morang, Langley U.	Bus. Mgt.	1934	Waltham
Morris, Guy K.	Acc.	1931	Gardner
Morris, Rudolph M.	Acc.	1932	Roslindale
Mosher, Frank Scott	Finance	1932	Jamaica Plain
Murray, Charles Francis	Bus. Mgt.	1934	Cambridge
Myers, Karl N.	Finance	1932	Somerville
Nardone, Mario P.	Finance	1932	Westerly, R. I.
Newcombe, Clark DeWolfe	Finance	1931	Brookline
Newton, Harlan Page	Bus. Mgt.	1934	Lowell
Nicoloro, Albert James	Bus. Mgt.	1934	Arlington
Niemi, Arno E.	Finance	1931	West Townsend
Norman, Alfred A.	Acc.	1931	Hopedale
O'Neill, Vernon Damon	Acc.	1931	Cumberland, Md.
Owers, Richard M.	Finance	1932	Taunton
Pearson, Paul W.	Bus. Mgt.	1934	Ware
Pearson, Wilton Alfred	Bus. Mgt.	1934	Worcester
Perkins, Edward F.	Finance	1932	West Roxbury
Perkins, Erman Wayne	Bus. Mgt.	1934	Belmont
Perzan, Teofil Walter	Bus. Mgt.	1934	Clinton
Pettersen, Albert Mansfield	Acc.	1932	Lowell
Phillips, Burton W.	Acc.	1932	Beverly
Piccolo, Achille V.	Acc.	1932	Westerly, R. I.
Pitman, Robert L.	Bus. Mgt.	1934	Attleboro
Polgreen, Waldron Mosher	Finance	1932	Albany, N. Y.
Powers, Francis Edward	Finance	1931	East Boston
Preston, John Stiles	Bus. Mgt.	1934	New Britain, Conn.
Pyteraf, Alexander	Bus. Mgt.	1934	New Bedford
Reed, Kenneth B.	Finance	1932	Melrose
Rich, Richard	Finance	1931	Malden
Richardson, William G.	Bus. Mgt.	1934	Antrim, N. H.
Robinson, David Alexander, Jr.	Finance	1932	Everett
Robinson, Donald R.	Finance	1932	Riverhead, N. Y.
Robinson, George A.	Finance	1931	Washington, D. C.
Robis, Theodore M.	Finance	1932	Roxbury
Rodgers, John Eastman	Finance	1931	Rutherford, N. J.
Rodham, Arthur	Bus. Mgt.	1934	Cambridge
Rosenbaum, Morris	Bus. Mgt.	1934	Worcester
Rosenbloom, Joseph S.	Finance	1931	Worcester
Rozen, Harold	Acc.	1932	Mattapan
Rust, Alan L.	Finance	1932	Newton
Schaacke, Albert A.	Bus. Mgt.	1934	Lawrence
Schafer, William T.	Finance	1931	West Roxbury
Schlier, Homer Alan	Finance	1932	Hazleton, Pa.
Schneppershoff, Carl G.	Acc.	1931	New Haven, Conn.
Schubert, Ehart F.	Acc.	1932	Terryville, Conn.
Sears, George Franklin	Bus. Mgt.	1934	Brookline

NAME	DEPT.	YEAR	HOME ADDRESS
Sears, George Howard	Finance	1932	<i>Hopedale</i>
Segersten, Charles L.	Finance	1932	<i>Nyack, N. Y.</i>
Semple, Gavin Miller	Bus. Mgt.	1934	<i>Dorchester</i>
Sevoian, Paul C.	Finance	1932	<i>Arlington</i>
Shalhoub, Samuel Adams	Acc.	1932	<i>West Roxbury</i>
Shedd, Albert L.	Bus. Mgt.	1934	<i>Medford</i>
Sherman, Henry Lester, Jr.	Bus. Mgt.	1934	<i>Hyannis</i>
Singer, Kaly	Finance	1932	<i>Seymour, Conn.</i>
Slattery, Henry Francis	Bus. Mgt.	1934	<i>Worcester</i>
Sobey, Louis Hayward	Finance	1931	<i>Winthrop</i>
Spry, Albert Henry	Finance	1932	<i>Revere</i>
Staples, Noel E.	Finance	1932	<i>Taunton</i>
Stedman, Clifford G.	Bus. Mgt.	1934	<i>Medford</i>
Stevens, Richard Henry	Finance	1932	<i>Lynn</i>
Stoner, Phillip	Finance	1934	<i>Atlantic</i>
Stowers, Lloyd Allen	Acc.	1931	<i>Milford</i>
Sweet, Harold Edward	Finance	1931	<i>West Roxbury</i>
Symancyk, William Alfred	Acc.	1931	<i>Westfield</i>
Tapply, Horace Gardner	Finance	1932	<i>West Newton</i>
Taylor, G. Edward	Acc.	1932	<i>Norwood</i>
Taylor, Raymond A.	Acc.	1932	<i>West Somerville</i>
Taylor, Vaughn Everett	Bus. Mgt.	1934	<i>Atlantic</i>
Thayer, Walter Stowell	Bus. Mgt.	1934	<i>East Lynn</i>
Theodorides, Demetrios	Acc.	1932	<i>Saloniki, Greece</i>
Therrien, Arthur R.	Bus. Mgt.	1934	<i>Holbrook</i>
Tobey, Malcolm S.	Finance	1932	<i>Needham</i>
Tracy, Carl	Bus. Mgt.	1934	<i>Pittsfield</i>
Tracy, Chester E., Jr.	Finance	1934	<i>West Somerville</i>
Trundy, Walter Battencourt	Bus. Mgt.	1934	<i>Somerville</i>
Turner, John Alden	Finance	1931	<i>New Bedford</i>
Urann, Robert M.	Acc.	1932	<i>Dorchester</i>
Vadala, John Edward	Finance	1931	<i>Brighton</i>
Vaida, James, Jr.	Acc.	1932	<i>Phoenixville, Conn.</i>
Veale, Edmond John	Acc.	1932	<i>Lynn</i>
Walker, Warner S.	Acc.	1932	<i>West Hartford, Conn.</i>
Walsh, Matthew V.	Acc.	1934	<i>Dorchester</i>
Walsh, Robert E.	Finance	1931	<i>South Natick</i>
Walter, Willy M.	Bus. Mgt.	1934	<i>Madison, Me.</i>
Weaver, Carl Moore	Bus. Mgt.	1934	<i>Portland, Me.</i>
Wesalo, Sylvan	Acc.	1931	<i>Roxbury</i>
White, Doliver S.	Finance	1931	<i>Mansfield</i>
White, Donald E.	Bus. Mgt.	1934	<i>Greenfield</i>
Whitehill, Kermit C.	Acc.	1931	<i>Bellows Falls, Vt.</i>
Wicker, John Luther	Finance	1932	<i>Ridgefield Park, N. J.</i>
Williams, Fred James	Finance	1931	<i>Dorchester</i>
Williams, Kenneth R.	Bus. Mgt.	1934	<i>Utica, N. Y.</i>
Winters, Curtis Howard, Jr.	Finance	1934	<i>Framingham</i>
Witten, Max.	Acc.	1931	<i>Mattapan</i>

*Northeastern University**Day Division**School of Business Administration**Residence of Students by States and Countries 1930-1931*

Massachusetts.....	297
Connecticut.....	20
New York.....	18
Maine.....	10
New Hampshire.....	12
Vermont.....	7
New Jersey.....	3
Rhode Island.....	3
Pennsylvania.....	1
District of Columbia.....	1
Maryland.....	1
Albania.....	1
Greece.....	1
Korea.....	1
Syria.....	1
Total.....	<hr/> 377



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OFFICE HOURS  
DEPARTMENT OF ADMISSIONS  
A.M. to 4.00 P.M. daily  
Saturday 12.00 N'N  
Wednesday evenings by  
appointment

Place a Stamp  
Photo or  
Snapshot  
in this Space

Northeastern University

School of Business Administration

APPLICATION FOR ADMISSION

(A non-returnable fee of five dollars should accompany this application. Make checks, money orders, or drafts payable to Northeastern University)

Boston, Mass.....19

To Director of Admissions:

I (Name in full) .....  
hereby respectfully apply for admission to the Accounting ☐; Banking  
and Finance ☐; Business Management ☐ Curriculum of the School of  
Business Administration; for the school period beginning.....  
.....19.....

NOTE: The applicant should fill out the following form (both sides) with care.

Residence .....Street  
Town or City.....  
State .....Tel.....  
Date of Birth .....Age.....  
Place of Birth .....  
Race.....Religion.....Nationality .....  
Graduate of.....High School, Year .....  
Location of High School.....  
Other High Schools you have attended.....

If not a graduate, state the years of attendance and why you left.....

Name of Principal.....  
Father's, Mother's, or Guardian's Name.....

Address.....  
Father's work, business or profession.....  
Names and addresses of two other persons, not clergymen, to whom we  
may direct inquiries concerning you.



Weight .....Height .....

Have you any physical infirmities? Explain, if any.....

Defects of speech.....

Defects of hearing.....

Defects of sight.....

Bodily infirmities.....

Is your general health good, fair, or poor?.....

Have you done Collegiate work elsewhere?.....

If so, name and address of college or university.....

Name of person who will furnish transcript of your college record.....

Do you expect advance credit for past collegiate work?.....

List all athletics and other extra curricula High School Activities you have engaged in .....

Names and addresses of all past employers with brief description of each job, length of employment, and wages received: .....

Date.....

*Milton J. Schlagenhauf, Director of Admissions,  
Northeastern University,  
316 Huntington Avenue,  
Boston, Mass.*

*Dear Sir:*

*Please send me additional information on the following points:*

.....

.....

.....

.....

.....

.....

.....

.....

*Name* .....

*Street and Number* .....

*Town or City* .....

*State* .....



# NORTHEASTERN UNIVERSITY

## DAY SCHOOLS

### SCHOOL OF ENGINEERING

Five-year courses in Civil, Mechanical, Electrical, Chemical, and Industrial Engineering, leading to the degrees of Bachelor of Science in Civil, Mechanical, Electrical, Chemical, and Industrial Engineering. Conducted in co-operation with engineering firms. Students earn while they learn. Work conducted at Boston.

### SCHOOL OF BUSINESS ADMINISTRATION

Five-year courses in Business Administration leading to the degree of Bachelor of Science in Business Administration. Students may specialize in Accounting, Banking and Finance, or Business Management. Conducted on the Co-operative Plan. Students earn while they learn. Work conducted at Boston.

## EVENING SCHOOLS

### SCHOOL OF LAW

(Co-educational)

Four-year course leading to the degree of Bachelor of Laws. Preparation for bar examinations and practice. High scholastic standards. Case method of instruction. The graduates of the School have been outstandingly successful in the bar examinations and the practice of law and in many fields of business. Work conducted at Boston, and in Divisions at Worcester and Springfield.

### SCHOOL OF COMMERCE AND FINANCE

(Co-educational)

Six-year courses in Professional Accounting, Business Administration and Applied Science, leading to the degree of Bachelor of Business Administration and Bachelor of Commercial Science. Graduate program for college men leading to the degree of Master of Business Administration. Special two and four-year courses for those desiring intensive specialization. Work conducted at Boston, and in the Divisions at Worcester, Springfield and Providence.

---

## LINCOLN INSTITUTE

(Co-educational)

Four-year courses leading to a diploma in the fields of Civil, Electrical, Mechanical, and Structural Engineering. College standards are maintained in all courses. Credit given toward B. B. A. Degree in Northeastern University Evening School of Commerce and Finance. In addition to the regular curricula many individual subjects of a technical nature are offered, so that students may register for individual courses or for a full program.

### LINCOLN PREPARATORY SCHOOL

(Co-educational)

Formerly known as Northeastern Preparatory School. Courses in usual high school subjects leading to a diploma. Students may begin attendance in September, January, or May. College entrance requirements can be met in from three to five years. The School has college entrance certificating privilege. Faculty composed of men from the leading preparatory and high schools. All courses of regular high school grade. Many graduates in leading New England Colleges.

For further information regarding any of the above schools address:

NORTHEASTERN UNIVERSITY

316 Huntington Avenue, Boston, Massachusetts





# NORTHEASTERN UNIVERSITY

## SCHOOL OF LAW

EVENING SESSIONS



1931 : 1932

THIRTY-FOURTH YEAR

*Co-educational*

312 HUNTINGTON AVE. BOSTON, MASS.

## OFFICE HOURS

AUGUST 17 — JUNE 30

Daily (except Saturdays and Sundays) 8.45 A.M.—9.30 P.M.  
Saturdays, 8.45 A.M.—1.00 P.M.

JULY 1 — AUGUST 15

Daily (except Saturdays and Sundays) 9.00 A.M.—4.00 P.M.  
Saturdays, 9.00 A.M.—12.00 NOON.  
During September, the Office is open all day Saturday.

COMMUNICATIONS SHOULD BE ADDRESSED TO  
**NORTHEASTERN UNIVERSITY**  
SCHOOL OF LAW  
312 HUNTINGTON AVENUE, BOSTON, MASS.  
TELEPHONE KENMORE 5800

# PROGRAM OF INSTRUCTION

1931-1932

## FIRST HALF-YEAR

	LAW I		LAW II		LAW III	LAW IV
	SECTION A RM 32 H <sup>1</sup>	SECTION B RM 44 H <sup>1</sup>	SECTION A RM 255 M <sup>1</sup>	SECTION B RM 201 L <sup>1</sup>	RM 33 H <sup>1</sup>	RM 6 H <sup>1</sup>
Monday	CONTRACTS Noonan 7.00-9.00	PERSONAL PROPERTY R. H. FIELD 7.00-9.00	PROPERTY I E. Field 7.00-9.00	EQUITY I Blackman 7.00-9.00	BUSINESS ASSOCIATIONS Davison 7.00-9.00	CONSTITUTIONAL LAW Dorman 7.00-9.00
Tuesday	CRIMINAL LAW Allen 7.00-9.00	TORTS Storer 7.00-9.00				BANKRUPTCY J. B. Angevine 7.00-9.00
Wednesday			EQUITY I Blackman 7.00-9.00	BILLS and NOTES Swain 7.00-8.00 AGENCY Rogers 8.05-9.30	TRUSTS Shattuck 7.00-9.00	COMMON LAW PLEADING Allen 7.00-9.00
Thursday	TORTS Storer 7.00-9.00	CONTRACTS Noonan 7.00-9.00				
Friday	CASE METHOD <sup>2</sup> Allen 7.00-9.00	CASE METHOD <sup>2</sup> Allen 7.00-9.00	BILLS AND NOTES Swain 7.00-8.00 AGENCY Rogers 8.05-9.30	PROPERTY I E. Field 7.00-9.00	PROPERTY II Johnson 7.00-8.00 WILLS E. G. Angevine 8.05-9.30	EVIDENCE Shattuck 7.00-9.00

## SECOND HALF-YEAR

	LAW I		LAW II		LAW III	LAW IV
	SECTION A	SECTION B	SECTION A	SECTION B		
Monday	CONTRACTS Noonan 7.00-9.00	CRIMINAL LAW Allen 7.00-9.00	PROPERTY I E. Field 7.00-9.00	EQUITY I Blackman 7.00-9.00	BUSINESS ASSOCIATIONS Davison 7.00-9.00	CONSTITUTIONAL LAW Dorman 7.00-9.00
Tuesday	PERSONAL PROPERTY R. H. FIELD 7.00-9.00	TORTS Storer 7.00-9.00				MASSACHUSETTS PRACTICE Allen 7.00-9.00
Wednesday			EQUITY I Blackman 7.00-9.00	BILLS and NOTES Swain 7.00-8.00 SALES <sup>3</sup> Lee 8.05-9.30 7.00-9.00	TRUSTS Shattuck 7.00-9.00	COMPREHENSIVE REVIEW <sup>4</sup> Allen 7.00-9.00
Thursday	TORTS Storer 7.00-9.00	CONTRACTS Noonan 7.00-9.00				
Friday			BILLS AND NOTES Swain 7.00-8.00 SALES <sup>3</sup> Lee 8.05-9.30 7.00-9.00	PROPERTY I E. Field 7.00-9.00	PROPERTY III <sup>4</sup> Johnson 7.00-9.00	EVIDENCE Shattuck 7.00-9.00

1. H—Huntington Building.

M—Main Building.

L—Laboratory Building.

2. Case Method of Study: Law I  
8 two-hour periods during the first half-year.

3. Following the completion of the Bills and Notes  
course, Sales will be given from 7.00 to 9.00 p.m.

4. Comprehensive Review: A total of 100 hours.  
Following the close of the other classes, the schedule  
will be for 3 or 4 evenings each week until the end  
of June.  
Schedule subject to change at discretion of the Ad-  
ministration.









NORTHEASTERN UNIVERSITY

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# School of Law

*An Evening School with Day School  
Standards of Instruction*

1931 - 1932



CASE METHOD OF INSTRUCTION  
HIGH SCHOLASTIC STANDARDS  
SOUND PROFESSIONAL IDEALS

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Northeastern University of the Boston Young Men's Christian Association is incorporated under the laws of Massachusetts and is located in Boston. Divisions are conducted in the Young Men's Christian Associations at Worcester, Springfield, and Providence.



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1931

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1932

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	..	..	..	..	..	..

FEBRUARY						
S	M	T	W	T	F	S
..	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	..	..	..	..	..
..	..	..	..	..	..	..

MARCH						
S	M	T	W	T	F	S
..	..	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	..	..
..	..	..	..	..	..	..

APRIL						
S	M	T	W	T	F	S
..	..	..	..	..	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
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MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	..	..	..	..
..	..	..	..	..	..	..

JUNE						
S	M	T	W	T	F	S
..	..	..	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	..	..
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JULY						
S	M	T	W	T	F	S
..	..	..	..	..	1	2
3	4	5	6	7	8	9
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AUGUST						
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14	15	16	17	18	19	20
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SEPTEMBER						
S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	..
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OCTOBER						
S	M	T	W	T	F	S
..	..	..	..	..	..	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	..	..	..	..	..

NOVEMBER						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	..	..	..
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DECEMBER						
S	M	T	W	T	F	S
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11	12	13	14	15	16	17
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1933

JANUARY						
S	M	T	W	T	F	S
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29	30	31	..	..	..	..
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FEBRUARY						
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MARCH						
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APRIL						
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MAY						
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JUNE						
S	M	T	W	T	F	S
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18	19	20	21	22	23	24
25	26	27	28	29	30	..
..	..	..	..	..	..	..



# *The Law School Calendar 1931-1932*

1931

SEPTEMBER 9	Senior class lectures begin in Boston.
SEPTEMBER 9	Senior, Junior and Sophomore class lectures begin in Worcester.
SEPTEMBER 9	Senior and Junior class lectures begin in Springfield and Providence.
SEPTEMBER 14	Junior and Sophomore class lectures begin in Boston.
SEPTEMBER 14	Sophomore class lectures begin in Springfield.
SEPTEMBER 21	Freshman class lectures begin in Boston, Springfield and Worcester.
SEPT. 29-Oct. 8	Condition examinations in Boston
OCTOBER 12	Columbus Day (classes omitted).
NOVEMBER 11	Armistice Day (classes omitted).
NOVEMBER 16	Payment of second installment of tuition due in Boston, Springfield, Worcester and Providence.
NOVEMBER 26	Thanksgiving Day (classes omitted).
DECEMBER 22	Last class session before the Christmas recess in Boston, Springfield and Worcester.
DECEMBER 23	Last class session before the Christmas recess in Providence.
DECEMBER 28	First class session following the Christmas recess in Providence.

1932

JANUARY 4	First class session following the Christmas recess in Boston, Springfield and Worcester.
JANUARY 11	Payment of third installment of tuition due in Boston, Springfield, Worcester and Providence.
FEBRUARY 22	Washington's Birthday (classes omitted).
MARCH 7	Payment of last installment of tuition due in Worcester.
MARCH 14	Payment of last installment of tuition due in Boston, Springfield and Providence.
MAY 30	Memorial Day (classes omitted).
JUNE 5	Baccalaureate Address in Springfield.
JUNE 8	Commencement in Springfield.
JUNE 12	Baccalaureate Address in Worcester
JUNE 14	Commencement in Worcester
JUNE 19	Baccalaureate Address in Boston and Providence.
JUNE 20	Commencement in Boston
JUNE 24	Commencement in Providence.

## *Condition Examinations, 1931-1932*

### BOSTON

#### June, 1931

MONDAY, MAY 25	Pleading
WEDNESDAY, MAY 27	Massachusetts Practice
MONDAY, JUNE 1	Bankruptcy
WEDNESDAY, JUNE 3	Evidence
MONDAY, JUNE 8	Constitutional Law

#### September, 1931

TUESDAY, SEPTEMBER 29	Contracts, Bills and Notes, Business Associations
WEDNESDAY, SEPTEMBER 30	Property II, Agency
THURSDAY, OCTOBER 1	Torts, Equity, Property III
TUESDAY, OCTOBER 6	Criminal Law, Property I, Trusts
THURSDAY, OCTOBER 8	Personal Property, Sales, Wills

Examinations must be taken at the time they are scheduled, as no special examinations will be given.

#### DIVISIONS

The schedules will in most instances be the same as the Boston schedule. Wherever any variance in dates occurs, schedules will be announced prior to the examination period.

### *Test Schedules*

The schedules for the various tests will be announced prior to each test period.

# Northeastern University

## Board of Trustees

TILDEN GRAFTON ABBOTT, *Chairman*

WILLIAM CONVERSE CHICK, *Vice-Chairman*

ERNEST LOVERING, *Treasurer*

GALEN DAVID LIGHT, *Secretary*

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PAUL FOSTER CLARK  
WILLIAM JAMES DAVIDSON  
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ROBERT GRAY DODGE  
HENRY BRADLEE FENNO  
BENJAMIN ALVEY FRANKLIN  
FRANKLIN WILE GANSE  
ARTHUR STODDARD JOHNSON  
HENRY PLIMPTON KENDALL

HENRY GARDNER LORD  
FRANCIS POPE LUCE  
WILLIAM EVERETT MACURDA  
GEORGE MILLARD PEABODY  
ARTHUR PERRY, JR.  
FRANK LINCOLN RICHARDSON  
THOMAS HASTING RUSSELL  
SABIN POND SANGER  
FRANK PALMER SPEARE  
FRANCIS ROBERT CARNEGIE STEELE  
ROBERT TREAT PAINE STORER

## Trustees of Permanent Funds

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GALEN DAVID LIGHT, *Secretary*

TILDEN GRAFTON ABBOTT  
HENRY BRADLEE FENNO

ARTHUR STODDARD JOHNSON  
SABIN POND SANGER

FRANCIS ROBERT CARNEGIE STEELE

## Ad Interim Committee

SABIN POND SANGER, *Chairman*

GALEN DAVID LIGHT, *Secretary*

TILDEN GRAFTON ABBOTT  
WILMAN EDWARD ADAMS  
WILLIAM CONVERSE CHICK  
WALTER GEE DAVIS  
ROBERT GRAY DODGE

HENRY BRADLEE FENNO  
ARTHUR STODDARD JOHNSON  
WILLIAM EVERETT MACURDA  
FRANK LINCOLN RICHARDSON  
FRANK PALMER SPEARE

General Officers  
and  
The Executive Council

FRANK PALMER SPEARE, LL.B., M.H., *President of the University*  
 GALEN DAVID LIGHT, A.B., *Secretary and Comptroller of the University*  
 CARL STEPHENS ELL, A.B., S.B., M.S., *Vice-President of the University*  
 EVERETT AVERY CHURCHILL, A.B., Ed.D., *Vice-President of the University*

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Worcester Division  
Educational Committee

FREDERICK EUGENE BARTH	ERNEST LEROY HUNT
ZELOTES WOOD COOMBS	VERNON AUGUSTUS JONES
JAMES CHERRY FAUSNAUGHT	ROBERT WARING STODDARD
HAROLD LUTHER FENNER	ROBERT LINDO MOORE
WARREN APPLETON WHITNEY	
WILLIAM ALBERT LOTZ	
EDWARD FULLER MINER, <i>Chairman</i>	

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Springfield Division  
Board of Governors

HORACE EUGENE ALLEN	BENJAMIN ALVEY FRANKLIN
JOHN DOANE CHURCHILL	JOSEPH EDWIN HOLMES
HAROLD GARDNER DUNNING	BLAKE ALEXANDER HOOVER
ROBERT RICHARDSON EMERSON	STANLEY OSCAR SMITH
FRANK DECATUR TAIT	
HORACE JACOBS RICE, <i>Chairman</i>	

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Providence Division  
Committee on Education

RICHARD DAY ALLEN	ERNEST WILLIAM LANE
THOMAS VIRGIL BARB	WILLIAM WASHBURN MOSS
SIDNEY CLIFFORD	DWIGHT LEETE ROGERS
CARL WILLIAM CHRISTIANSEN	NORMAN STEPHEN TABER
WILLIAM HERBERT KENERSON	RALPH GODDARD WINTERBOTTOM
DONALD MACLEAN WALKER, <i>Chairman</i>	

## *General Information*

### HISTORICAL STATEMENT

THE incorporation of Northeastern University marked an important epoch in the history of one of the most useful educational institutions in America. The University is the realization of a well-defined ideal carefully worked out and persistently followed for many years.

The churches of America, early in their life and development, realized the necessity for higher education conducted under Christian auspices. As a result, there are scattered all over the United States colleges and universities which were established by the various religious denominations: — notable among these being the Methodist, Baptist, Roman Catholic, and Presbyterian institutions, including in New England among others such colleges and universities as Boston University, Boston College, Brown University and Tufts College.

It was natural, therefore, that when the Young Men's Christian Association was established in 1851 by young men representing the various religious denominations, there should have been undertaken evening educational courses for young men as an aid in their all-round development. It was not, however, until 1896 that the Association laid the foundations upon which Northeastern University has been built. At that time it became evident that adults desired a more thorough and complete educational opportunity than had thus far been available to them. Gradually the courses were increased in number, grouped into separate schools and placed under the charge of full-time executives. Finally in 1916 the Young Men's Christian Association authorized as an essential step in the evolution of the institution the incorporation of Northeastern University. This incorporation gave to the University its charter, providing for its Board of Trustees and carrying with it by later enactment broad degree-granting powers.

The evening School of Law, established in 1898, was incorporated in 1904 with degree granting power. Founded in 1907, the evening School of Business, formerly known as the School of Commerce and Finance, confers the degrees of Bachelor and Master of Business Administration. The day School of Engineering was opened in 1909 and confers the Bachelor of Science degree. The day School of Business Administration was opened in 1922, and also grants the Bachelor of Science degree. The University opened in 1927 a new evening school known as the Lincoln Institute,



which includes the work in engineering fields formerly offered by the Northeastern Evening Polytechnic School, the latter having its beginnings in 1904. The Lincoln Preparatory School, formerly known as Northeastern Preparatory School, offers preparatory school work in the evening, leading especially to college admission. This school had its beginnings in 1898. The Huntington Day School for Boys, one of the leading college preparatory schools in the country, was established in 1909 and is conducted under the auspices of the University.

Divisions of the University, offering evening instruction, have been in operation for a number of years in co-operation with the Young Men's Christian Associations of Worcester, Springfield, and Providence. Each of these divisions has a distinctive organization. Each offers the respective curricula of the evening Schools of Law and Business leading to the appropriate University degrees.

### INCORPORATION

In 1916 Northeastern College was incorporated under the following charter:

#### THE COMMONWEALTH OF MASSACHUSETTS

BE IT KNOWN, that whereas Arthur S. Johnson, Lewis A. Crossett, George W. Brainard, Charles W. Perkins, H. Bradlee Fenno, Sabin P. Sanger, William E. Murdock, Frank P. Speare and George W. Mehaffey have associated themselves with the intention of forming a corporation under the name of the

Northeastern College of the Boston Young Men's  
Christian Association,

for the purpose of furnishing instruction and teaching in all branches of education in connection with the Boston Young Men's Christian Association and to do any and all things connected with or incidental to the purposes of its organization, and have complied with the provisions of the statutes of this Commonwealth in such case made and provided, as appears from the certificate of the Proper Officers of said corporation, duly approved by the Commissioner of Corporations and recorded in this office:

NOW, THEREFORE, I, ALBERT P. LANGTRY, Secretary of the Commonwealth of Massachusetts, DO HEREBY CERTIFY that said Arthur S. Johnson, Lewis A. Crossett, George W. Brainard, Charles W. Perkins, H. Bradlee Fenno, Sabin P. Sanger,

William E. Murdock, Frank P. Speare and George W. Mehaffey, their associates and successors, are legally organized and established as, and are hereby made, an existing corporation, under the name of the

Northeastern College of the Boston Young Men's  
Christian Association

with the powers, rights and privileges, and subject to the limitations, duties, and restrictions, which by law appertain thereto.

WITNESS my official signature hereunto subscribed, and the Great Seal of the Commonwealth of Massachusetts hereunto affixed, this thirtieth day of March in the year of our Lord one thousand nine hundred and sixteen.

(Signed) ALBERT P. LANGTRY,  
Secretary of the Commonwealth.

SEAL

Later the name of the institution was changed from Northeastern College to Northeastern University.

Concurrently with its incorporation and subsequent to it, the Massachusetts Legislature has granted to Northeastern University broad degree-granting powers.

### PURPOSE OF NORTHEASTERN UNIVERSITY

In keeping with its charter, Northeastern University has for its fundamental purpose the meeting of the needs of young men and women, through diversified educational opportunities. Its co-operative work in the day Schools of Engineering and Business Administration stands out distinctively as a marked contribution in the field of education. Northeastern University School of Engineering was the second co-operative school in the country, antedated only by the University of Cincinnati School of Co-operative Engineering. Through this unique form of education students are enabled to secure, in addition to their regular classroom work, practical co-ordinated experience in actual engineering and business positions. A further advantage of this plan of education is the opportunity for self-support which a student has while pursuing his studies. During the co-operative periods the students not only gain experience, but also are paid for the services which they render. About three hundred and fifty business and industrial concerns co-operate with Northeastern University in this highly serviceable educational program.

In its evening schools Northeastern University has also made a distinctive contribution, the School of Business and the School of Law being among the best evening schools of their type in the entire country. In the Lincoln Institute men receive in the evening practical training in the engineering sciences. Through the Lincoln Preparatory School adequate preparation for admission to the leading colleges of the country, either by certificate or by examination, may be secured in the evening.

The services of the University also include the Huntington School for Boys, one of the leading day preparatory schools in the country, offering effective preparation for admission to all of the leading colleges and universities.

Another phase of the University's unique development has been the addition of the Divisions in Worcester, Springfield and Providence, whereby, under the supervision of the officers in Boston and under an effective organization, Divisions of the School of Law and the School of Business, offering complete curricula and leading to appropriate degrees, are conducted in these cities, thus opening up the services of the University in these schools to thousands of students who would not otherwise have the opportunity of furthering their education.

The incorporation as noted above is under the charitable laws of Massachusetts, which means that all of the resources of the University, including the income from endowment funds, special gifts and tuition fees, must be expended solely for the benefit of its student body. In keeping with this purpose the University is constantly solicitous to increase its sources of revenue from other than students' fees, improve its housing and equipment, increase its standards to accord with the progressive advances in education, and thus to improve its services, at all points, to its thousands of students.

## ORGANIZATION

The corporation of Northeastern University is known as the Board of Trustees. This Board is made up of 35 members. Among the Trustees are leading business and professional men representing all walks of life. They are men of sympathetic understanding, giving their time and services liberally in order to improve and enhance the work of the University.

These are two main committees of the Board of Trustees, an Executive Committee, which serves as an Ad Interim Committee between the regular meetings of the Board of Trustees and performs the usual functions of an executive committee, and a Com-

mittee on Housing which is charged with the securing of funds for the housing and equipment development of the University.

In addition to the Board of Trustees there is legally constituted a separate Board of Trustees of the Permanent Funds of the University whose responsibility is to see that these funds are properly invested and that the principal and income from all funds are expended only in accordance with the terms of the gifts.

Further than this, the Board of Trustees has created and authorized, through its by-laws, an Executive Council of the University, consisting of the President, the Secretary, and the two Vice-Presidents. To the Executive Council the Board has allocated very broad powers.

This organization results in efficient operation and administration, making it possible for the University to develop fully and freely along the lines of those trends and policies which will constantly improve and enhance the work of the various schools.

## STATISTICAL SUMMARY

1929-1930

	ADMINISTRATIVE OFFICERS AND FACULTIES	STUDENTS
I. General Administration	6	
II. Northeastern University		
School of Engineering	75	1,681
School of Business Administration		430
School of Law		1,404*
School of Commerce and Finance		1,233*
III. The Lincoln Schools		
Lincoln Institute	31	439
Lincoln Preparatory School	30	736
IV. Huntington School	27	363
	<hr/>	<hr/>
Total	334	6,286
Less Duplicates	54	123
	<hr/>	<hr/>
Net Total	280	6,163
	<hr/>	<hr/>

\* These figures include the administrative officers, faculties and students of the Divisions of the University in Worcester, Springfield and Providence.

## THE SCHOOL OF LAW

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### Officers of Administration

FRANK PALMER SPEARE, LL.B., M.H., *President of the University*

GALEN DAVID LIGHT, A.B., *Secretary of the University*

EVERETT AVERY CHURCHILL, Ed.D., *Vice-President of the University and Dean*

SYDNEY KENNETH SKOLFIELD, B.R.E., *Executive Secretary*

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### BOSTON

### Officers of Administration

EVERETT AVERY CHURCHILL, Ed.D., *Dean*

SYDNEY KENNETH SKOLFIELD, B.R.E., *Executive Secretary*

EBEN OSWELL SMITH, B.E.E., *Registrar of the Evening Division*

J. KENNETH STEVENSON, B.C.S., *Bursar of the University*

MYRA EDNA WHITE, *Librarian of the University*

### Staff of Instruction

OSCAR STORER. Appointed 1898.

A.B., LL.B., Boston University

*Torts*

Attorney at Law

WILLIAM EDWIN DORMAN. Appointed 1904.

A.B., LL.B., Harvard University

*Constitutional Law*

Attorney at Law, Counsel to the Massachusetts Senate

ELIAS FIELD. Appointed 1912.

A.B., LL.B., Harvard University

*Property I*

Attorney at Law, Brown, Field & McCarthy

ASA SAMUEL ALLEN. Appointed 1915.

LL.B., Northeastern University; LL.M., Boston University

*Massachusetts Practice, Common Law Pleading, Comprehensive Review, Criminal Law*

Attorney at Law, Willard, Allen & Mulkern



- ARTHUR WILLIS BLACKMAN. Appointed 1918.  
B.A., LL.B., Yale University  
*Equity*  
Attorney at Law, New York, New Haven & Hartford Railroad
- HAROLD PENDEXTER JOHNSON. Appointed 1918.  
A.B., LL.B., Harvard University  
*Property II, Property III*  
Attorney at Law, Johnson & Johnson
- JAY BERNARD ANGEVINE. Appointed 1921.  
A.B., Williams College; LL.B., Harvard University  
*Bankruptcy*  
Attorney at Law, Hutchins & Wheeler
- MAYO ADAMS SHATTUCK. Appointed 1923.  
A.B., LL.B., Harvard University  
*Trusts, Evidence, Conflicts of Law*  
Attorney at Law, Barker, Davison & Shattuck
- ARTHUR PARKER STONE. Appointed 1925.  
A.B., LL.B., Harvard University  
*Legal Ethics*  
Justice of Third District Court of Eastern Middlesex
- JOHN THOMAS NOONAN. Appointed 1926.  
A.B., LL.B., Harvard University  
*Contracts*  
Attorney at Law, Herrick, Smith, Donald & Farley
- MELVILLE FORREST ROGERS. Appointed 1926.  
LL.B., Northeastern University; LL.M., Boston University  
*Agency*  
Attorney at Law
- ROBERT HOWELL DAVISON. Appointed 1928.  
A.B., LL.B., Harvard University  
*Business Associations*  
Attorney at Law, Barker, Davison & Shattuck
- ERNEST GROESBECK ANGEVINE. Appointed 1930.  
A.B., Williams College; LL.B., Harvard University  
*Wills*  
Attorney at Law, Hutchins & Wheeler
- RICHARD HINCKLEY FIELD. Appointed 1930.  
A.B., LL.B., Harvard University  
*Personal Property*  
Attorney at Law, Brown, Field & McCarthy
- RICHARD HENRY LEE. Appointed 1930.  
A.B., Bowdoin College; LL.B., Harvard University  
*Sales*  
Attorney at Law, McLellan, Brickley & Sears
- DON DAY SWAIN. Appointed 1930.  
A.B., Princeton University; LL.B., Harvard University  
*Bills and Notes*  
Attorney at Law, Choate, Hall & Stewart

## Counsellors' Department

MELVILLE FORREST ROGERS. Appointed 1926.

LL.B., Northeastern University; LL.M., Boston University

*Counsellor to Students*

Attorney at Law

DWIGHT MERRILL ALDEN. Appointed 1927.

A.B., Bowdoin College; LL.B., Northeastern University

*Counsellor to Students*

Attorney at Law, Parker & White

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RUTH MORSE WARD, *Secretary to the Dean*

SIGNE MARIE PIHL, *Recorder*

CONSTANCE TENNEY TROTT, A.B., *Secretary*

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## Student Assistants

JOHN ALEXANDER SHELTON, *Law IV*

ASA MARTIN SMALL, *Law IV*

PAUL LLEWELLYN POWERS, *Law III*

RAYMOND LESTER WHITE, *Law III*

WILBERT ARTHUR BISHOP, JR., *Law II*

ALFRED JOHN CAROLAN, *Law II*

MORRELL SMITH EDGERLY, *Law II*

STEPHEN FRANCIS LITTLETON, JR., *Law II*

JOHN EDGAR BUDDINGTON, *Law I*

EDWARD MERRILL GREEN, *Law I*

THOMAS JAMES RABBITT, *Law I*

BYRON AMOS ROWELL, *Law I*

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## Dean's Advisory Council

JOHN JOSEPH CONNORS, *Law IV*

LEONARD COPPELMAN, *Law IV*

MARION COTTER, *Law IV*

HOWARD IRVING FITZ, *Law III*

KARL THOMPSON MOSHER, *Law III*

ELINOR JEAN PATTERSON, *Law III*

BLANCHE QUAID, *Law II*

SYDNEY SAMUEL EPSTEIN, *Law II*

ALLAN ROY KINGSTON, *Law II*

## WORCESTER DIVISION

*Divisional Officers of Administration*WILLIAM ALBERT LOTZ, A.B., *Director**Staff of Instruction*

CHARLES WATERS PROCTOR. Appointed 1918.

LL.B., Boston University

*Torts, Trusts*

Attorney at Law

EDWARD FORRESTER MANN. Appointed 1919.

A.B., A.M., LL.B., Harvard University

*Equity*

Attorney at Law, Treasurer, Bankers Mortgage Corporation of Worcester

LOUE EUGENE STOCKWELL. Appointed 1919.

Ph.B., Brown University; LL.B., Boston University

*Contracts, Common Law Pleading, Massachusetts Practice*

Attorney at Law, Stobbs, Hartwell &amp; Stockwell

ARCHIBALD WILLIAM MITCHELL. Appointed 1923.

A.B., Clark University; LL.B., Harvard University

*Property I*

Attorney at Law, William C. Mellish

LEON EDWIN FELTON. Appointed 1925.

A.B., Clark University; LL.B., Harvard University

*Evidence*

Attorney at Law, Register of Probate

CARL ERHARD WAHLSTROM. Appointed 1926.

A.B., Clark University; LL.B., Boston University

*Personal Property, Sales*

Assistant Register of Probate

KLEBER ALEXANDER CAMPBELL, JR. Appointed 1927.

B.A., LL.B., Yale University

*Bills and Notes, Agency*

Attorney at Law, Stobbs, Hartwell &amp; Stockwell

GEORGE HAROLD MASON. Appointed 1928.

B.A., Dartmouth College; LL.B., Harvard University

*Bankruptcy*

Attorney at Law

DWIGHT BRADBURN MACCORMACK. Appointed 1930.

A.B., Amherst College; LL.B., Harvard University

*Criminal Law*

Attorney at Law, Poland &amp; Davis

HIBBARD RICHTER. Appointed 1930.  
A.B., Dartmouth College; LL.B., Harvard University  
*Constitutional Law*  
Attorney at Law

### Counsellors' Department

KLEBER ALEXANDER CAMPBELL, JR. Appointed 1927.  
B.A., LL.B., Yale University  
*Counsellor to Students*  
Attorney at Law, Stobbs, Hartwell & Stockwell

WILLARD LESTER WYATT. Appointed 1930.  
LL.B., Northeastern University  
*Assistant Notebook Counsellor*  
Attorney at Law, Johnson & Wyatt

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EILEEN MAE MILLER, A.B., M.A., *Registrar*  
IRMA McALLISTER BROWN, *Secretary to the Director*  
LUCY ELIZABETH MORRILL, *Recorder*

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## SPRINGFIELD DIVISION

### Divisional Officers of Administration

JOHN DOANE CHURCHILL, A.B., *Director*  
RUSSELL WHITNEY, B.S., LL.B., *Associate Director*  
HORACE JACOBS RICE, B.S., LL.B., *Associate Dean*

### Staff of Instruction

HORACE JACOB RICE. Appointed 1919.  
B.S., Wesleyan University; LL.B., Harvard University  
*Wills, Contracts*  
Attorney at Law

CHARLES RUSSELL CLASON. Appointed 1920.  
A.B., Bates College; LL.B., Georgetown University; A.B. in Jurisprudence,  
Oxford University  
*Equity, Comprehensive Review*  
Attorney at Law, Simpson, Clason & Callahan

HORACE EUGENE ALLEN. Appointed 1921.  
A.B., Dartmouth College; LL.B., Harvard University  
*Torts*  
Attorney at Law, Allen, Yerrall & Bellows

- ROBERT WARE BODFISH. Appointed 1922.  
A.B., Clark University; LL.B., Harvard University  
*Bills and Notes, Comprehensive Review, Library Reference*  
Attorney at Law
- DOUGLAS CROOK. Appointed 1922.  
C.E., D.Sc., London University; LL.B., Northern Indiana University;  
LL.M., Boston University  
*Property*  
Attorney at Law, Ellis Title and Conveyancing Company
- GURDON WRIGHT GORDON. Appointed 1922.  
A.B., Williams College; LL.B., Boston University  
*Constitutional Law*  
Attorney at Law
- RALPH STEVENS SPOONER. Appointed 1922.  
A.B., LL.B., Harvard University  
*Massachusetts Practice, Evidence*  
Special Justice, District Court
- WILLIAM WOOD YERRALL. Appointed 1922.  
A.B., Amherst College; LL.B., Harvard University  
*Business Associations, Sales*  
Attorney at Law, Allen, Yerrall & Bellows
- ERNEST WESTERVELT CARMAN. Appointed 1923.  
A.B., LL.B., Harvard University  
*Bankruptcy*  
Attorney at Law
- GERALD JAMES CALLAHAN. Appointed 1924.  
B.A., Yale University; LL.B., Harvard University  
*Common Law Pleading, Comprehensive Review*  
Attorney at Law, Simpson, Clason & Callahan
- HAROLD GARDNER DUNNING. Appointed 1926.  
A.B., Harvard University; LL.B., Northeastern University  
*Agency*  
Attorney at Law, Dunning & Dunning
- RAYMOND DEWITT MALLARY. Appointed 1927.  
A.B., Dartmouth College; LL.B., Columbia University  
*Case Method*  
Attorney at Law, Wooden, Small & Mallary
- LOUIS WHITTIER DOHERTY. Appointed 1928.  
A.B., Bowdoin College; LL.B., Harvard University  
*Personal Property*  
Attorney at Law; United States Commissioner
- CLIFFORD STANLEY LYON. Appointed 1928.  
A.B., Dartmouth College; LL.B., Columbia University  
*Criminal Law*  
Attorney at Law, Green, Bennett & Lyon



RUSSELL LOUNSBERRY DAVENPORT. Appointed 1929.  
 B.S., Amherst College; LL.B., Columbia University  
*Trusts*  
 Attorney at Law, Avery, Gaylord & Davenport  
 Special Judge of Probate and Insolvency, Hampden County

### *Counsellors' Department*

FRANK AUCHTER. Appointed 1921.  
 LL.B., Northeastern University  
*Counsellor to Students*  
 Attorney at Law

RAYMOND DEWITT MALLARY. Appointed 1927.  
 A.B., Dartmouth College; LL.B., Harvard University  
*Counsellor to Students*  
 Attorney at Law

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 ETHEL LUELLA KENNEDY, *Cashier*  
 ELLA MAY HARVEY, B.C.S., *Registrar*  
 RALPH LORENZO BOWEN, B.C.S., *Assistant Director*  
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### PROVIDENCE DIVISION

#### *Divisional Officers of Administration*

RALPH GODDARD WINTERBOTTOM, Ph.B., *Director*  
 WILLIAM WASHBURN MOSS, A.M., LL.B., *Associate Dean*

#### *Staff of Instruction*

PATRICK PAUL CURRAN. Appointed 1920.  
 A.M., Manhattan College; LL.B., Boston University  
*Property I*  
 Attorney at Law, Curran, Hart, Gainer & Carr

WILLIAM WASHBURN MOSS. Appointed 1921.  
 A.M., Brown University; LL.B., Harvard University  
*Equity I*  
 Attorney at Law, Gardner, Moss & Haslam

OSCAR LEONARD HELTZEN. Appointed 1923.  
 A.B., Harvard University  
*Rhode Island Practice*  
 Attorney at Law, Sherwood, Heltzen & Clifford

JOHN RUSSELL FERGUSON. Appointed 1924.  
 A.B., Brown University; LL.B. Northeastern University  
*Bills and Notes, Personal Property, Sales*  
 Attorney at Law, Knauer & Fowler

GURNEY EDWARDS. Appointed 1925.  
A.B., Brown University; LL.B., Harvard University  
*Business Associations*  
Attorney at Law, Edwards & Angell

CLIFTON I. MUNROE. Appointed 1928.  
A.B., Brown University; LL.B., Harvard University  
*Property II*  
Assistant City Solicitor

CHARLES HENRY EDEN. Appointed 1929.  
LL.B., Harvard University  
*Wills*  
Attorney at Law, Grim, Littlefield & Eden

WILLIAM CHARLES WARING, JR. Appointed 1930.  
A.B., Brown University; LL.B., Harvard University  
*Comprehensive Review*  
Attorney at Law, Edwards & Angell

## Counsellors' Department

WILLIAM CHARLES WARING, JR. Appointed 1929.  
A.B., Brown University; LL.B., Harvard University  
*Counsellor to Students*  
Attorney at Law, Edwards & Angell

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MARION SMITH MUDGE, *Registrar*  
AVIS MACINTOSH JENISON, *Secretary*

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## COMMITTEES

### Committee on Administration

EVERETT AVERY CHURCHILL, <i>Chairman</i>	
GALEN DAVID LIGHT, <i>Vice-Chairman</i>	
CARL DAVID SMITH	WILLIAM ALBERT LOTZ
JOHN DOANE CHURCHILL	RALPH GODDARD WINTERBOTTOM
SYDNEY KENNETH SKOLFIELD	JAMES WALLACE LEES
EBEN OSWELL SMITH	
RUTH MORSE WARD, <i>Secretary</i>	

### Collegiate Schools Committee

EVERETT AVERY CHURCHILL, <i>Chairman</i>	
CARL DAVID SMITH	JAMES WALLACE LEES
SYDNEY KENNETH SKOLFIELD	EBEN OSWELL SMITH

## *The Study of Law*

**W**ITH the growing complexity of American civilization due to an unparalleled development in commerce and industry, has come an increased demand for men and women who are well trained in the law and who combine with the knowledge of law the highest type of ideals and the best legal ethics.

The law treats of nearly every phase of human relationship. It prepares a student to deal effectively with men and affairs; it trains him to think, to think straight, to think a proposition through to the end and then to act in accordance with judgment based on a clean-cut, unbiased analysis of the facts. This habit of analytical thinking and judicial action is indispensable to the practitioner of law. It is equally indispensable to business men, those in political life, and to all who would render the most efficient service to society.

A large number of the most successful men in nearly every field of activity have had a training in law; and the demand for such men is constantly increasing and will continue to increase with the economic and social evolution of the country.

Mr. Myron C. Taylor, Chairman of the Finance Committee of the United States Steel Corporation makes the following statement regarding the importance of legal education:

"As a member of the New York Bar for over thirty years, and during that time having been in close contact with a number of industrial, commercial, banking and railroad enterprises, the growing need has been emphasized in my mind for competent and well trained lawyers to guide in the handling of the larger affairs of the country.

"It has also appeared to me that in the public affairs of the day, both at home and abroad, in peace and at war, no group of men has made a greater contribution than the members of the bar."

### **EVENING EDUCATION IN LAW**

The economic demand for men and women who are trained in the law was followed by a demand on the part of ever increasing numbers of men and women for a legal education. Many of those desiring to study law were unable to attend law classes during the day. Accordingly, evening law schools were established to meet a very real need.

In 1890 there were in the United States sixty-one law schools, one of which was a part-time law school. The total student attendance at that time in all law schools was 4,486, of which number only 2.4% were part-time students. In 1930 the number of law schools had increased to 178, with 70 part-time law schools. The total attendance had increased to 46,318, with 34.6% of this number enrolled in strictly part-time law schools.

The ambitious man or woman who is unable to attend a day law school will find that those evening law schools which have high standards of admission and instruction prepare effectively for the bar examinations and for the subsequent practice.

Among the characteristics of high standard evening law schools are the following:

1. The admission requirements are reasonably high, thus insuring a student body which has been reasonably well prepared educationally, which is mature, and which has seriousness of purpose.

2. The Faculty have been trained in the best day law schools, have had successful experience in the practice of law, and are sound and sympathetic teachers.

3. The School is not operated for profit, but is motivated by such ideals as make high standards possible.

4. It has adequate classrooms and especially a good law library for the use of its students.

5. The standards of the School are on a high qualitative plane, yet the program is thoroughly adapted to the needs of employed men and women.

6. The Alumni are men and women of sound character who are successful in the practice of law and in business.

## THE FOUNDING OF NORTHEASTERN UNIVERSITY SCHOOL OF LAW

Massachusetts, has, for a considerable period of time, maintained two of the most prominent day law schools in America — Harvard University School of Law, and Boston University School of Law. These schools, however, were not, and have not been able to reach a large group of highly intelligent and ambitious employed men and women who desire advancement either through preparing for the legal profession or through a law training which might be applicable in their business careers. Prior to 1898 there was a persistent demand for an evening law school in Massachu-

setts, which should be thorough in its instruction and conducted in such a manner that its graduates would stand well at the bar and be recognized as men of professional attainment and ethical standards. Northeastern University School of Law was established in 1898 in response to this demand, through the co-operation and under the active guidance of the Hon. James R. Dunbar, Prof. James Barr Ames, then Dean of the Harvard University Law School, and Mr. Samuel Bennett, then Dean of the Boston University School of Law.

In January, 1904, a bill was introduced into the Massachusetts Legislature seeking the incorporation of the School, with the power to grant the degree of Bachelor of Laws. The rapid passage of this bill by the legislature, and the cordial recognition and endorsement of the School by the bench, the bar, and the heads of our day law and other professional schools, testify in no uncertain terms to the position which the School occupies in the educational activities of the Commonwealth.

Divisions of the Northeastern University School of Law are conducted in Worcester and Springfield. The nature and quality of work offered in these divisions is the same as that offered in Boston. The work is under the supervision and administration of the School officers in Boston.

From the outset the Worcester Division of the Law School admitted women to its classes. Springfield, in 1921, decided to admit women, effective with the entering class of September of that year. In January, 1922, the trustees of Northeastern University, acting upon the recommendations of the corporation of the School of Law, voted to admit women to the School in Boston and in all of the Divisions, subject, so far as the Divisions were concerned, to the approval of the local boards. This step of the trustees was taken after very careful consideration of the points involved, acting upon the advice of leading legal educators, upon the basis of a persistent demand that women be admitted to the School, and upon the experience of outstanding law schools in co-education. It was found that nearly all of the leading law schools of the country admitted women, with excellent results, to their classes and in full candidacy for their degrees.

### **THE ORGANIZATION OF THE SCHOOL**

The organization of the School has been developed as follows:

1. The Dean performs the usual functions of his office.
2. The Executive Secretary is in charge of the administrative affairs of the School.



3. The Counsellors, consisting of a Head Counsellor, and a Counsellor to Freshmen, have no administrative duties. They are responsible solely for the academic work of the students; particularly for helping and guiding them individually and in groups in matters pertaining to their law studies.
4. The Faculty is thoroughly in accord with the needs and problems of evening students and the instruction is kept upon such a high plane of excellence as will most effectively meet those needs.

### STANDARDS OF THE SCHOOL

Northeastern University School of Law has the following outstanding characteristics which insure the efficiency of its work in preparing men and women for admission to the bar and for the practice of law:

1. A student body of reasonably high intelligence.
2. A course of study that is thorough and in accord with the best practices in legal education.
3. The Case Method as the basis of instruction. The study of cases is supplemented by lectures, review quizzes, required notebook work, and written tests and examinations.
4. A faculty made up of men who are graduates of the best day law schools; who have achieved success in the practice of law; and each of whom possesses the qualifications of a teacher.
5. A non-proprietary evening law school operated as a part of a university system, stressing high scholastic standards, and devoting all its resources to building the best possible school.
6. High professional ethics; educational fitness and moral integrity are stressed as of paramount importance.
7. Adequate housing and classroom equipment, and in particular a law library of 6,000 carefully selected volumes.
8. Impartial administration whereby the rules governing attendance, grading, examinations, scholarship and promotion are justly and impartially enforced.
9. It is non-sectarian. The student body is made up of properly qualified men and women of all creeds.

It is a matter of experience on the part of the School of Law that the principles enumerated above can be complied with by evening law schools and must be complied with, provided the work of an evening law school is to have any warrant for continuance. An evening law school, such as Northeastern University Evening School of Law, which carefully selects its Faculty and its student body, organizes a sound course of study, and insists upon the highest possible ethical standards, can be of incalculable value to society through the training of men and women who will become efficient leaders.

### **THE STUDENT BODY**

Those studying law in the School are doing so for the following reasons:

1. In preparation for the practice of law.
2. As a means to a more efficient functioning in business. It is certain that no training is of greater value to business leaders and executives than a training in law.
3. As a finding course. The study of law, because of its broad social and cultural aspects, has proved of especial value to students as a medium for discovering their own aptitudes and abilities and coming to a decision as to their life work.
4. Many students study law for its informational and cultural values.

### **CHARACTER OF THE STUDENT BODY**

The character of the student body determines the standards of the school.

Standards must necessarily be adjusted to the average intelligence of the students. A school which has high standards of student selection and retention can maintain a grade of scholastic work which is reasonably high. For this reason the School of Law maintains reasonably high admission requirements. Every student, before he begins the study of law, must be at least a graduate of an approved day high school or have an education fully equivalent in terms of admission units in accord with the standards of the New England College Entrance Certificate Board.

The students are relatively mature. The ages range from 16 to 48 years, the average age being 24 years.

The occupations in which the students are engaged include positions of a high degree of responsibility, and of an executive character. The students have thus acquired a practical experience which gives them a background for a more effective understanding of the law.

From the standpoint of age, occupation, and previous education, the student body is quite exceptional; is thoroughly in earnest, and possesses the intelligence to prepare successfully for the practice of law. Such a student body makes it possible for the School to maintain high standards of scholarship.

## WOMEN IN THE SCHOOL

The admission of women to the Law School has added a very valuable element to the student body, and has provided an opportunity for law study to a group of highly efficient women who desire personal advancement and a life of professional service. The women admitted to the School have been successful, both in their law studies and in their subsequent work in their chosen profession.

## THE FACULTY

The evening school student is entitled to the best possible faculty.

The instruction staff of Northeastern University Evening School of Law conforms to high standards

1. Each faculty member has had excellent preparation for teaching, both cultural and professional.
2. The Faculty has had a continuity of instruction and long-term service which insures efficiency of instruction, and sustained interest in the well-being of the School.
3. All members of the Faculty are practicing attorneys, who have been successful in the profession. This enables them to bring to the classroom a practical point of view which adds to the effectiveness of their teaching.
4. No man is appointed to the Faculty of the School who would not be acceptable as a faculty member in the best day law schools.

## THE COUNSELLING DEPARTMENT

One of the most important services rendered by the School is made available through the Counselling Department. This Department is under the direction of an experienced Head Counsellor who devotes his full time to the work. A Counsellor to Freshmen works under his supervision. These Counsellors cooperate with and supplement the work of the instructors. They have no administrative functions, their full time being given to the students.

The Counsellors are responsible for three types of service:

1. They counsel and guide students in the numerous problems that grow out of the class work.
2. They grade such tests and examinations as are not handled by the instructors.
3. They are especially responsible for training students in proper methods of study. This training is built around the requirement of notebook work. All students are required to abstract assigned cases in notebooks, keep adequate notes of the class discussion and lectures, and turn in their notebooks for correction at the close of the course. The intimate, personal work of the Counsellors with the students, especially in connection with the required notebook work, has resulted in:
  - (a) A more rapid development of the powers of legal analysis.
  - (b) The development of a much finer and more comprehensive knowledge of the law.
  - (c) Economy in the student's use of time, manifesting itself in his preparation of class work, reviewing for examinations, and in making his use of available time for study much more valuable and meaningful.

## CASE METHOD OF INSTRUCTION

By far the greater portion of the body of the law is found in the form of adjudicated cases, decisions of courts of last resort which have enunciated the principles of law upon which our present society is based. The practicing lawyer and the judge must be familiar with the leading cases in each branch of the law and must

be able to apply them to new sets of facts which constitute new cases as these cases arise from time to time.

In practice the lawyer or the judge must be able to analyze decisions, to appreciate the niceties of legal distinctions and to understand thoroughly and be able to use apt legal language. The ability of the lawyer to analyze and to dissect cases is one of the most important requisites to successful practice. Even apart from the necessity to a successful lawyer of a well-developed ability to analyze cases, one finds that the law is a science, the only approved and effective method of teaching which, as is true of all sciences, is the inductive method. In law the decided case is the only basis for scientific teaching, being the foundation of the inductive method as applied to law.

The Case Method of instruction makes necessary the careful study of assigned cases by the students in advance of the class discussion. This is provided for by scheduling classes on three evenings of the week, thus leaving ample time for class preparation. Experience has demonstrated the educational soundness of such a program.

The experience of the outstanding law schools in the field of legal education has shown that the Case Method, formulated by Dean Langdell of the Harvard University School of Law, and now followed by all of the leading law schools, is the only method that will adequately give a thorough knowledge of the law while at the same time developing that power of legal reasoning and analysis so essential to the practicing attorney.

Chief Justice William Howard Taft, speaking of the Case Method of instruction in an address at the dedication of the new College of Law of the University of Cincinnati, said:

"I think there are few who will not admit that it is the only way to learn our law thoroughly. It thrusts the student into the atmosphere of the controversy which each case presents and enables him in a concrete way to trace from one case to another general principles, the distinctions in their application, their variations and the exception, and thus in a dramatic and effective course to possess himself of the judge-declared law. It promotes dissection and analysis. It develops in a most satisfactory study the critical faculty and fixes by the illustrative method a knowledge of principles that is retained. It trains students from the first in the mental processes they must exercise in the practice of their profession in the consideration of the actually decided cases where they must find the law."



The Case Method of instruction is the most practicable method for evening students. It leads to thorough methods of study, and trains in those processes later to be used in practice. The policy of instruction followed at Northeastern University utilizes all of the desirable features of the case system, and is carried out in the following manner:

Cases are assigned for reading in advance of the class session and are discussed in the class;

From the cases the fundamental legal principles are clearly deduced with the students in the classroom;

These principles are then tested and applied through a discussion of other cases bearing upon the topic under consideration.

The usual supplementary aids to effective instruction such as frequent tests, examinations, reviews, required notebooks and so forth, are also utilized.

In the lecture or text-book system the student's work of analysis has been done for him in advance and he gets his ideas from a second-hand source and not from the original sources themselves. As the text-book trained student goes into practice he finds himself seriously handicapped because of the lack of the training in case analysis which is essential to successful practice. This is particularly true in view of the rapidly growing body of decisions which makes it essential for the lawyer of today to have a knowledge of many more cases than was formerly necessary and, in addition, an increased facility in case analysis. In contrast, the case system is practicable in that: first, it gives the student a knowledge of the law and develops his powers of legal analysis. Second, in his work as a student he is doing work that he will later be doing as a practicing attorney, that is, analyzing and dissecting facts of cases and arriving at sound conclusions based upon the facts and his knowledge of the leading decisions in other cases.

### SUCCESSFUL CAREER

The School has proved a success. Twelve thousand and seventy-seven students have been enrolled, including business executives; clerks from the offices of leading attorneys; clerks and officers from every court in Boston; state, city, and government officials;

teachers and students from other law schools; and a large number of able men engaged in various other lines of activity. Approximately eighty per cent of the eighteen hundred graduates who have tried the bar examination in this and other states have successfully passed. Many have no record of trial, having taken the course for its business training. When these figures are considered in relation to the fact that in the last bar examination in Massachusetts only twenty-seven per cent of all who took the examination were successful, the success of Northeastern University in preparing for admission to the bar is apparent.

A survey of the graduates of the School of Law made recently indicates that those who have completed the required courses of study have benefited immeasurably by the training they have received. The survey shows the following occupational distribution among the Alumni:

Practicing Law .. .. .	61.7%
Business Executives .. .. .	15.7%
(Including Presidents, Vice-Presidents, Treasurers, Comptrollers, General Managers, Sales Managers, Production Engineers, Office Managers, etc.)	
Miscellaneous Positions .. .. .	10.0%
(Including Teachers, Ministers, Physicians, Retired Business Men, Salesmen, Clerks, Civil Service workers, etc.)	
Real Estate and Insurance Brokers .. .. .	4.0%
Court Officers .. .. .	3.3%
Bank Executives .. .. .	2.3%
Investment Bankers .. .. .	1.0%
State Officials .. .. .	1.0%
Certified Public Accountants .. .. .	1.0%

## *Terms of Admission*

1. The applicant must be of good moral character and possess general fitness for the study of law.

**2. Regular Students.** An applicant for admission as a regular student and a candidate for the LL.B. degree must, at the time of admission, have met at least one of the following educational requirements:

- (a) Graduation from an approved secondary school, or
- (b) Graduation from an institution of recognized collegiate grade, or
- (c) Completion of fifteen units\* of secondary school work in an approved four-year day high school or in a school of equal grade, or
- (d) Completion of twelve units\* of secondary school work in an approved day senior high school.

**3. Special Students.** In Boston and the division at Worcester a limited number of persons who are unable to meet the requirements for admission as regular students, may be admitted as special students, not candidates for the LL.B. degree, and permitted to pursue the regular course of study. Applicants for admission as special students must give evidence of maturity, general education, earnestness of purpose, experience, and ability to carry on and profit by the work of the school.

Special students can in no way subsequently be reclassified and become candidates for the LL.B. degree.

Special students will be furnished certificates of completion showing courses which they have pursued and the grades they have attained while in the School. A degree from a law school is not a requirement for eligibility for the bar examinations under the present rules of the Board of Bar Examiners.

No special students are accepted by the Springfield Division. Those making application for admission to this Division must meet the requirements for admission as regular students.

4. The School reserves the right to reject any applicant for admission even though the applicant may have the qualifications

\* A unit represents a year's study in any subject in an approved secondary school, constituting approximately a quarter of a full year's work. A four-year day secondary school curriculum is regarded as representing not more than sixteen units of work.

specified above, if in the judgment of the Administrative Committee, such action is deemed advisable.

**5. Admission of Women.** Women are admitted to the School of Law in Boston and the Divisions in Worcester and Springfield under the same conditions as men.

**6. Admission with Advanced Standing.** Applicants meeting the requirements for admission as candidates for the LL.B. degree may be granted credit for one or more years' study pursued in another law school under the following conditions:

- (a) *Students transferring from Accredited Law Schools.* Applicants transferring from an accredited law school (a member of the Association of American Law Schools) will be given credit for all courses passed at the certifying school.

Those admitted with advanced standing will be required to complete courses at the two schools amounting to the full curriculum at Northeastern University School of Law. Irrespective of the number of courses passed at other institutions, such students will be required to complete courses amounting to a full year of work in Northeastern Law School in order to qualify for the LL.B. degree.

- (b) *Students transferring from Non-Accredited Law Schools.* Applicants whose work has been done in a non-accredited law school may be given advanced standing credit by examination only, not to exceed two years' work. A student will be permitted to take advanced standing examinations only in those subjects in which he received a grade at the certifying school at least one grade higher than the passing grade in that school. Such courses, must, in every respect, parallel the courses in this School.

Students dropped from the rolls of non-accredited law schools will not be admitted under any circumstances.

## APPLICATION FOR ADMISSION

Applications for admission should be filed early in order that the case of each applicant may be investigated and his status determined before the opening of school. A five dollar matriculation fee must accompany the application blank.

### RE-ADMISSION

Former students who have not been registered in the School during the two school years immediately preceding that in which they seek re-admission to the School will be re-admitted only at the discretion of the Committee on Administration and under the following conditions:

1. They must meet the requirements for admission effective for the entering class in the year in which they seek re-admission;
2. They must meet the scholastic requirements which apply to the class to which they may be re-admitted
3. They shall be subject to all rules and regulations effective in the School at the time of, or subsequent to, re-admission.



## *Administrative Policies*

The policy of the School is to maintain such high standards of instruction and scholarship as will assure for the evening student an education fairly equivalent to that offered in the average day law school, yet with a program formulated to meet the needs of employed men and women. The standards and ideals of the School are high and are constantly being raised at every point that will make for greater efficiency. In the formulation of the policies of the School particular care has been taken to design a class schedule which will provide adequately for classroom instruction and yet will give ample opportunity for outside preparation upon the part of the student. Administrative rules reflecting high standards, and their proper enforcement, are necessary in an evening school if the students are to maintain high standards of scholarship. The purpose of the School is to maintain such standards as will enable those employed during the day, and who have a reasonable educational equipment before beginning the study of law, to obtain a thorough knowledge of the law, and to prepare effectively for the active practice of law. It is believed that the requirements and standards of Northeastern are the minimum compatible with the achievement of this fundamental objective.

### REGISTRATION

The filing of an application for admission to the School does not constitute registration. All students, including those entering the School for the first time, are required to register and arrange for the payment of their tuition during the registration period (see calendar, Page 3), before attending any classes.

A late registration fee will be charged:

- (a) To all students entering the School for the first time who have not registered within two weeks following the opening of the classes for which they are to register; and
- (b) To all other students who have not registered within one week following the opening of the classes in which they are to register.

Students are urged to register before the opening date where possible.

New students should not wait for formal notice regarding admission but should register and commence work at the begin-

ning of the school year. A registration bulletin giving full instructions will be mailed each student and applicant previous to the registration period.

## ATTENDANCE UPON LECTURES

Students are expected to attend with regularity the sessions of the classes in which they are enrolled.

In order to receive credit for attendance, a student must be present in the classroom during the entire period, unless his presence for a shorter period is accepted by the Committee on Administration.

A student who has been in attendance upon one-half of the class sessions in a course is permitted to take the final examination.

A student who has attended seventy-five per cent or more of the class sessions in a course is permitted to pass if he attains a grade of sixty per cent in the course.

A student who attends less than seventy-five per cent but more than fifty per cent of the class sessions in a course is permitted to pass if he attains a grade of seventy per cent in the course.

The required period of attendance at the School is four years except for students entering with advanced standing.

In the Springfield Division the required period of attendance at the School is five years.

## REGULAR EXAMINATIONS

One final examination is given at the close of each course. All students are expected to present themselves for examinations in all subjects for which they are registered and in which they have made the required attendance at the first examination held.

In case a student is excused from an examination by the Committee on Administration, he may take the next regular or condition examination in the subject. A student who fails to complete the course and remove the "Incomplete" during the next school year, must repeat the course, except that in special cases and for justifiable cause, the Committee on Administration may waive this rule.

A student who has received a passing mark in a course may not take another examination for the purpose of raising his grade.

## CONDITION EXAMINATIONS

The taking of a make-up examination is a privilege to be granted at the discretion of the Committee on Administration

The dates of the condition examinations are given in the schedule on Page 4.

Students who are permitted to remove their conditions by make-up examinations may do so either by taking the examinations at the condition examination period or by taking as make-ups the final examinations in the subjects in which they are conditioned.

A student is not permitted to take more than two make-up examinations to remove a conditional failure.

A student who has failed in a course is required to secure a minimum grade of sixty-five per cent in order to remove the condition and pass in the course, and will be credited with only sixty-five per cent, even though a higher grade is obtained. In the event that a student has not secured the necessary seventy-five per cent attendance in a course, he will be required to obtain a grade of seventy per cent in order to pass the course.

A student who is required to repeat a course must secure a grade of sixty-five per cent in the course which he is repeating in order to pass.

## TESTS

Four tests are regularly given in each full-year course and two tests are regularly given in each half-year course. Each test counts a maximum of five points toward the final grade in the course.

If a student is unable to take certain of the tests when they are regularly scheduled, he is required to make up these tests at the time the regular or condition examination in the course is given.

A student who receives a passing grade in a test is not permitted to repeat the test at any subsequent period for the purpose of raising his grade. If the student receives a "Failure" grade in a test he is expected to take a make-up test in that subject in connection with the final examination.

## SPECIAL EXAMINATIONS OR TESTS

Special examinations or tests will not be given under any circumstances. No exceptions are made to this rule.

## DISCIPLINE

Attendance at the University is a privilege and not a right. The Committee on Administration reserves to itself the right to require the withdrawal of any student at any time whom it may deem unworthy either on account of his neglect of study, his incapacity for the law, or for any grave defect of conduct or character, and no reason for requiring such withdrawal need be given.

## MARKS

The work of each student shall be graded upon examination, according to the following scale:

90-100 inclusive	A	(Superior Work)
80- 89        "	B	(Good Work)
70- 79        "	C	(Fair or average work)
60- 69        "	D	(Lowest passing grade)
45- 59        "	F	(Conditional Failure*)
0- 44         "	FF	(Complete Failure**)
No examination	Inc.	(Incomplete)

Grade reports are mailed to students from the office of the Dean or of the Divisional Director.

## PROMOTION

### 1. Promotion from Law I to Law II and from Law II to Law III:

(a) A student having a general average of sixty-two per cent shall be entitled to promotion as follows: from Law I to Law II if he has passed all of the required courses of the first year; and from Law II to Law III, if he has passed all of the required courses of the first and second years.

(b) If a student has failed in one or more of the courses of the first year, or of the first and second years:

(i) He may be dropped from the School or required to review in full, or in part, an entire year of work; or,

\* A conditional failure may, at the discretion of the Committee on Administration, be made up by taking the make-up examination and obtaining a grade of sixty-five per cent for the course, or by repeating the course in its entirety and obtaining a grade of sixty-five per cent or higher.

\*\* A complete failure may, at the discretion of the Committee on Administration, be made up, but only by repeating the course in its entirety and obtaining a grade of sixty-five per cent, or higher in the course.

- (ii) If he has an average of sixty-three per cent in the courses which he has passed he may be permitted, by consent of the Committee on Administration, to continue with the subjects of the next year, with the understanding that any conditions which he may have must be removed at the earliest possible opportunity.

## **2. Promotion from Law III to Law IV:**

(a) A student having passed all of the courses of the first three years shall be entitled to promotion to Law IV provided he has a general average of sixty-four per cent.

(b) If a student has failed in one or more of the courses of the first three years:

- (i) He may be dropped from the rolls of the School or required to review in full or in part an entire year of work; or,
- (ii) If he has an average of sixty-five per cent in the courses which he has passed, he may be permitted, by consent of the Committee on Administration, to continue with the subjects of the senior year with the understanding that any conditions which he may have must be removed at the earliest possible opportunity.

3. In the Springfield Division where a five-year program is required promotion from Law IV to Law V is the same as from Law III to Law IV as outlined under paragraph 2.

4. The minimum general average required for the I.L.B. degree is as follows:

(a) With no conditions in any law school subjects — an average of sixty-five per cent.

(b) With one conditional failure in a subject of the senior year — an average of seventy per cent.

5. A student who is unable to meet the requirements for promotion, may, at the discretion of the Committee on Administration, be permitted to spend a year in review. If not permitted to review such students will be dropped from the rolls of the School.

6. The Committee on Administration reserves the right to ask any student to withdraw from the School or to review single courses or a full year's program, even though the student may have met the requirements for promotion from year to year, if in the judgment of the Committee such action is advisable. This action may be taken even though the student has not been



permitted to take make-up examinations in the subjects in which he may have received conditional failures.

7. No student who fails on account of law conditions, to receive his degree in due course, will be permitted to remove his conditions and qualify for the LL.B. degree by examination only, later than one year following the graduation of his regular class, or other than by actually repeating in their entirety and obtaining passing grades in all courses in which he has failed. Permission to repeat courses and the conditions under which such work can be taken will, in each individual case, be decided upon by the Committee on Administration.

### REQUIREMENTS FOR THE DEGREE

In order to qualify for the degree of Bachelor of Laws, a student must meet the following requirements:

1. Be at least twenty-one years of age at the time of receiving the degree.
2. Comply with the entrance requirements for admission as a regular student.
3. Make the required attendance upon lectures.
4. Make the required marks in all courses scheduled for the degree.
5. Secure the required general average in his courses.

Each candidate for graduation should file an application for the degree together with his graduation fee in the Law School office not later than May 1 of the year in which he expects to receive his degree.

### HONORS

*Cum Laude* — Students who pass all of the courses in the four-year curriculum and attain an average grade of eighty-five per cent will be recommended for the degree, *Cum Laude*.

*Magna Cum Laude* — Students who attain an average grade of ninety-two per cent or better throughout the four years will be recommended for the degree, *Magna Cum Laude*.

### GENERAL

The University reserves the right to advance the requirements regarding admission, to change the arrangement of courses, the requirements for graduation, tuition fees and other regulations affecting the student body. Such regulations will affect both new and old students.

## *Tuition and Other Fees*

**Matriculation Fee** — The matriculation fee of \$5.00 must accompany the application for admission and is payable only once on initial entrance to the School. This fee is not refundable.

**Tuition** — The annual tuition fee is \$150 for all students carrying a full year program. Tuition is payable in advance in quarterly installments on the following dates; \$40 at the opening of School in September, \$40 on November 16, \$35 on January 11, and \$35 on March 14.

The tuition fee for students admitted to the Senior class with advanced standing by transfer from accredited law schools is \$12.00 for each semester hour.

Students enrolled for less than a full year program are charged on the semester hour basis of \$12.00 for each semester hour, not to exceed \$150 in any school year.

Students carrying courses in excess of a full year program are charged for such additional courses at the rate of \$12.00 for each semester hour.

Students who are repeating courses are charged the regular tuition rates.

No deduction in tuition is made on account of late registration.

Students who cannot meet their tuition payments before the due date should arrange with the Bursar for the late payment of their tuition.

**Other Law School Charges** — A late registration fee of \$5.00 is charged all students who register after the regular registration period. (See Page 33.)

An incidental fee of \$5.00 is charged all students and is payable at time of registration. This fee covers library costs, outlines and other materials furnished the students.

A late payment fee of \$2.00 is charged in each case where the tuition is not paid in full when due.

A fee of \$2.00 is charged for each make-up examination taken by a student who has previously failed an examination in a course. This charge applies to the final examination given at the close of a course when taken as a make-up, as well as to the condition examinations. This fee is payable before the examination may be taken.

A fee of \$2.00 is charged for each examination taken for advanced standing by students transferring from other law schools.

A \$2.00 fee is charged a student who takes an examination given at the time of the condition examinations to remove an "Incomplete". If he takes a subsequent final examination to remove his "Incomplete," no fee is charged.

A University Graduation fee of \$10.00 is payable by all members of the Senior Class on or before May 1 of the year in which they expect to graduate.

**In General** — All bills for tuition and other charges are payable in advance at the Bursar's Office on the quarterly payment dates. Checks should be drawn payable to Northeastern University. Students are not permitted to attend lectures or take any examinations or tests until they have paid their tuition or have made satisfactory arrangements with the Bursar of the University.

No student will be advanced in class standing or permitted to re-enroll in the University until all the bills of the previous year have been paid; and no degrees will be conferred upon students who have not paid all their dues to the University. No student will be given honorable dismissal from the School unless he shall have paid all his Law School bills.

**Withdrawals and Refunds** — In the event a student is obliged to withdraw from the school in which he is enrolled for causes deemed adequate by the Committee on Withdrawals, the balance of the tuition paid will be refunded after the following deductions have been made:

- a. Four per cent of the total yearly tuition charge shall be deducted for each week of attendance or fraction thereof, in the event of enrollment for a full school year.
- b. In case the applicant has enrolled for a semester, the deduction shall be made on the basis of ten per cent of the total charge for each week of attendance or fraction thereof.

Application, laboratory, deferred agreement and other fees are not refundable. Diploma and certificate charges are exceptions and will be refunded in the case of non-qualification.

No refunds are granted unless the application for withdrawal is filed within forty-five days after the student has ceased attendance.

## *Scholarships and Prizes*

### **Law School Honor Scholarships**

Northeastern University has created within the School of Law the following scholarships:

1. Three full scholarships amounting in each instance to a full year's tuition to be awarded to the member of the Freshman, Sophomore and Junior class who receives the highest scholarship average, provided he re-enrolls for the next year. In the event he does not re-enroll, the student having the second highest scholarship average shall be awarded the full scholarship.

2. Three half scholarships amounting in each instance to one-half the yearly tuition fee, to be awarded to the member of the Freshman, Sophomore and Junior class who receives the second highest average in scholarship, or in the event that the full scholarship is not awarded to the highest ranking student in any class, the next ranking student to the award of the full scholarship shall receive the half scholarship, provided, of course, that the student re-enrolls for the next year. In case of non-re-enrollment the next highest ranking student shall receive the award.

### **The Kappa Delta Kappa Scholarship**

A scholarship gift to be awarded annually to the member of the Sophomore class, who, in the opinion of the administrative officers of the School, has through his personality, character, conduct, service and scholarship made the greatest contribution to the School. This award is to be made only in the event the student returns for his Junior year.

### **Benjamin Ginsberg Memorial Scholarship**

A fund given by the Upsilon Delta Sigma Fraternity to establish a scholarship in memory of Benjamin Ginsberg of the Class of 1927. The scholarship is to be awarded annually to the highest ranking student of the Sophomore class.

### **Sigma Tau Epsilon Fund**

A fund of \$100, the income to be used to purchase a prize in the form of a book to be presented to the student whose grades rank the highest in the Freshman year. The student is to be presented with this prize only in the event he re-enrolls for his Sophomore year.

\* These awards apply to Boston only. Information concerning the special academic awards available in the Divisions may be obtained by application to the Divisional officers.

**The Gamma Kappa Nu Scholarship Fund**

A fund of \$800, the income to be used as a scholarship gift in the form of the first installment of tuition in the Senior year.

This scholarship gift "shall be presented annually to that woman in the Junior class who has done the most for the School and has also maintained a high scholarship in her studies, and provided that she registers for her Senior year."



# Program of Instruction

## FIRST YEAR

### TORTS

*(Seventy-four hours—4 Sem. hours)*

Definition of tort; theory of liability in tort; distinctions between tort and breach of contract; defenses to torts or apparent torts; assignability of right of action in tort; damages; discharge of torts; disability; including responsibility of infants, married women, insane persons, municipal corporations and charities of tort; assault and battery; false imprisonment; respass to property; slander and libel; slander of title; enticement and seduction; loss of consortium; deceit; infringement of trade-marks; malicious prosecution; negligence.

Allen & Storer's Cases on Torts (Boston).

Wigmore's Select Cases on Torts, Volume I and II (Worcester).

### CONTRACTS

*(Seventy-four hours—4 Sem. hours)*

Offer and acceptance; consideration; performance of, or promise to perform non-contract obligation as consideration; moral obligation as consideration; antecedent act or agreement as consideration; parties to a contract, including aliens, executors and administrators, guardians, infants, insane persons, intoxicated persons and married women; omitting agents, corporations and partners as these subjects are given in other courses; contracts under seal, including the form, requisites thereof, delivery and the matter of consideration; rights of beneficiaries under a contract; rights of assignees of a contract; conditional and unconditional contracts; rescission of contracts; damages for breach of contract; illegality; duress; mistake; statute of frauds, quasi-contracts.

Keener's Cases on Contracts, Second Edition (Worcester).

Williston's Cases on Contracts, Third Edition (Boston).

### CRIMINAL LAW

*(Forty-four hours—2 Sem. hours)*

Sources of criminal law; the elements of crime; effect of consent, condonation, negligence of person injured, coercion, and necessity; criminal intent; effect of mistake of fact, infancy, insanity and intoxication; the criminal act; attempts; parties in crimes; assault and battery, mayhem; false imprisonment; abortion; rape; murder and manslaughter; larceny; embezzlement; obtaining property by cheats and false pretenses; receiving stolen property; burglary; arson; forgery; libel; perjury; conspiracy; criminal procedure in Massachusetts.

Mikell's Cases on Criminal Laws (Worcester).

Sayre's Cases on Criminal Law (Boston).

### THE CASE METHOD OF INSTRUCTION *(Sixteen hours—1 Sem. hour)*

The case method of law instruction, its origin and a comparison of it with other methods of instruction; the sources of our law, constitutions, common law and statutes; distinctions between law and equity; divisions of the law;

\* The order of courses may be changed from time to time as deemed necessary by the Administration.

civil, criminal and otherwise; adjective law and substantive law; the common law, its origin and underlying principles; the doctrine of *stare decisis*; the relative value of text-books, case-books, digests and the reports; how to read and abstract a case; differentiation between decision and dicta; imperative and persuasive authorities; outline of forms of action, pleadings and subsequent proceedings in the trial of a case; the commentaries.

Introduction to the Study of Law, Morgan.

The Study of Cases, Wambaugh.

The Sources of the Law, Gray.

The Common Law, Holmes.

## PERSONAL PROPERTY

(Thirty-nine hours—2 Sem. hours)

Distinction between real and personal property; rights of action based on possession or on ownership; possessory interests in chattels, including bailments, pledges and liens; acquisition of ownership in chattels, including adverse possession, accession, confusion, judgment and gifts; fixtures and emblements.

Bigelow's Cases on Personal Property (Boston and Worcester).

## SECOND YEAR

### SALES

(Thirty-nine hours—2 Sem. hours)

Sales and mortgages of personal property; subject matter of sales; when title passes; risk of loss; rights and remedies of seller and buyer in executed, executory and conditional contracts of sale; warranties of title and quality; sellers lien and stoppage *in transitu*, bills of lading and other documents of title; fraud; statute of frauds; factors and recording acts; actions and defenses.

Woodward's Cases on Sales, Second Edition (Boston and Worcester).

### AGENCY

(Thirty-five hours—2 Sem. hours)

Agency defined; actual or ostensible; agency distinguished from trust, from sale, from lease; creation of the relation; scope of agency; authority and power of agent, manner of execution of authority; effect of relations as between principal and agent, between agent and third persons, and between principal and third persons; liability of principal for acts of agent; liability and rights by ratification; delegation of authority; duties and liabilities of the agent to third persons, to principal; undisclosed principal; duration and termination of the relation.

Mechem's Cases on Agency, Second Edition (Boston and Worcester).

### EQUITY

(Seventy-two hours—4 Sem. hours)

History, nature, and limits of the jurisdiction; the jury in equity; the maxims; assignments; equitable rights, including accident and mistake, fraud, notice, estoppel, conversion, adjustment of liabilities; equitable remedies, with particular attention to specific performance and injunctions; reformation and rescission, account, and other pecuniary remedies.

Ames' Cases in Equity, Volumes I and II (Boston).

Ames' Cases on Equity Jurisdiction, Volume 1A (Worcester).

Chafee's Equitable Relief Against Torts (Worcester).

**BILLS AND NOTES**

(Forty-one hours—2 Sem. hours)

The provisions of the General Laws of Massachusetts, Chapter 107—Negotiable Instruments Law (in Massachusetts only). Formal requisites of negotiable and non-negotiable bills of exchange, checks and notes; obligations and rights of the various parties to such instruments, makers, acceptors, drawers, drawees, payees, indorsers and indorseees; suits upon bills and notes; pleading and defenses, accommodation paper; bankers' and trade acceptances; letters of credit; guaranty and generally of the transfer, negotiation and extinguishment of bills and notes.

Colson's *Huffcut on Negotiable Instruments*, Second Edition (Worcester).  
Campbell's *Cases on Bills and Notes* (Boston).

**PROPERTY I**

(Seventy-two hours—4 Sem. hours)

The feudal system; tenure in land; estates in land; including their creation and methods of conveyance under the feudal system; reversions, remainders and other future estates; joint ownership; disseisin and the remedies therefor; uses and trusts; air; right to lateral support; water; profits; easements; licenses; covenants running with the land; rents; waste; public rights in waters and highways.

Acquisition of real property *inter vivos*. Accretion; adverse possession; prescription; form of conveyances at common law; deeds, — description of property granted, boundaries, estates created, incorporeal hereditaments, covenants for title, estoppel by deed, execution, delivery; dedication; examination of titles.

Bigelow's *Cases on Rights in Land* (Boston and Worcester)

Warren's *Cases on Conveyances* (Boston and Worcester).

**THIRD YEAR****TRUSTS**

(Seventy-two hours—4 Sem. hours)

Nature and requisites of a trust; a trust distinguished from a debt; constructive and resulting trusts, charitable trusts, etc.; language necessary to create a trust; consideration; the Statutes of Frauds and Wills; subject matter of a trust; the *cestui que* trust; the trustee; nature of the *cestui que* trust's interest; transfer of trust property, rightful and wrongful; extinguishment of a trust; duties of the trustee.

Scott's *Cases on Trusts* (Boston and Worcester).

**PROPERTY II**

(Thirty-five hours—2 Sem. hours)

Mortgages: The characteristic mortgage doctrines; the long and statutory short forms; equitable mortgages; construction loan mortgages; deficiency judgments; effect of passage of time on mortgages; taxes; insurance; assignment by mortgagee and mortgagor; merge; partial release and discharge; marshaling; special emphasis on the practice of foreclosure; redemption.

Landlord and tenant: Leases distinguished from licenses; special emphasis on the drafting of leases with relation to particular types of premises and particular needs of parties; creation and termination of leases for years, at will and at sufferance; special emphasis on liability in tort of both landlord and tenant for defects in the premises.

**PROPERTY III***(Thirty-five hours—2 Sem. hours)*

Future and conditional interests in property.

Estates on condition, rights of entry for condition broken, license and waiver of breach, possibilities of reverter, reversions, vested and contingent remainders, future uses, executory devises and bequests, failure of executory devises, construction of limitations, cross-limitations, vesting of legacies, gifts on failure of issue, ascertainment of classes, powers, rule against perpetuities, restraints on alienation, illegal and impossible conditions.

Kale's Cases on Future Interests (Boston and Worcester).

**WILLS***(Thirty-nine hours—2 Sem. hours)*

Escheat; descent; statutory rules; wills — kinds, alternatives, advantages and scope of; execution; sound mind; fraud and undue influence; mistake; form; attestation; incorporation by reference; revocation by change in circumstance; by subsequent instrument; by physical act; dependent relative revocation; revival; republication; lapsed, void and adeemed gifts; conflict of laws; construction; probate and administration; jurisdiction; procedure; powers of representative; payment of debts; payments of legacies and distribution; statutory rights and allowances; practice.

Costigan's Cases on Wills, Second Edition (Boston and Worcester).

**BUSINESS ASSOCIATIONS***(Seventy-four hours—4 Sem. hours)*

Nature and characteristics of three principal types of business associations. Partnership: Creation of partnership rights and duties of partners among themselves; power of partners to bind firm; individual liability of partners; dissolution. Joint stock association: How created; how different from a partnership; rights and duties of members among themselves; powers of members and managers to bind association; associate and individual liability; dissolution. Corporation: How created; how different from joint stock association; corporate personality; capital stock; rights and duties of members; powers of corporation and its officers; how a corporation acts; corporate and individual liability; dissolution.

Warren — Select Cases on the Law of Private Corporations (Boston).

Canfield & Wormser — Cases on Private Corporations (Worcester).

Gilmore's Cases on Partnership (Boston and Worcester).

**FOURTH YEAR****EVIDENCE***(Seventy-two hours—4 Sem. hours)*

Rules of evidence in the Federal courts; machinery of the trial; examination of witnesses; refreshing recollection of witnesses; impeachment and corroboration of witnesses; admissions and confessions; character evidence; the opinion rule and the expert witness; the hearsay rule; statutory exceptions to the hearsay rule; common law exceptions to the hearsay rule including dying declarations, statements of fact against interest, pedigree, entries in the regular course of business, official records, declarations as to physical and mental condition, *res gestae*; real evidence; best evidence rule; authentication of documents; handwriting evidence; privilege against self-crimination; privileges based on the marriage relationship; attorney-client privilege; judicial notice; the parol evidence rule.

Leach's Cases on Massachusetts Law of Evidence (Boston).

Wigmore's Cases on Evidence (Worcester).



**BANKRUPTCY***(Thirty-five hours—2 Sem. hours)*

History of bankruptcy legislation, state and national; extent and operation of state insolvency laws; who may become a bankrupt; who may be petitioning creditors; acts of bankruptcy, including fraudulent conveyances, preferences and assignments for the benefit of creditors; what property passes to the trustee; dissolution of liens; what claims are probable against the bankrupt's estate; duties and powers of the trustee; duties of the bankrupt; discharge from bankruptcy; compositions in the bankruptcy court; bankruptcy procedure.

Williston's Cases on Bankruptcy, Second Edition (Boston and Worcester).

**CONSTITUTIONAL LAW***(Fifty-one hours—3 Sem. hours)*

Written and unwritten constitutions; history and sources of written constitutions in the United States, state and national; establishing and amending constitutions; distribution of powers between the national and state governments; distribution of powers among the three departments; the judicial department; nature of judicial power; jurisdiction of the federal government, criminal and civil; express, implied, resulting and inherent powers; functions of administrative officers; citizenship; civil and political rights; the police power; the right of eminent domain; taxation; impairment of contracts, *ex post facto* and retrospective legislation generally; regulation of commerce.

Long's Cases on Constitutional Law (Boston and Worcester).

**COMMON LAW PLEADING***(Thirty-five hours—2 Sem. hours)*

Procedure from the original writ to appeal and review of judgment; how a right may be enforced and a remedy obtained in the courts; venue of actions; forms of actions, local and transitory, real, personal and mixed; original and judicial writs; pleadings, their necessity, uses, forms and rules by which they are governed; the effect of pleadings in conduct and results of the trial; protection of rights of the parties before, during and after trial, and before and after judgment; revision of proceeding, exceptions, appeal and review.

Keigwin's Cases on Common Law Pleading (Boston).

Scott's Cases on Civil Procedure (Worcester).

**LEGAL ETHICS***(Six hours)*

The duty of the lawyer to the courts; the defense or prosecution of those accused of crime; adverse influences and conflicting interests; the duty of the lawyer to his client; negotiations with the opposite party; acquiring interests in litigation; the lawyer's fee; contingent fees; the duty of the lawyer to his fellow lawyers; the duty of the lawyer to the adverse party and witnesses; the conduct of the lawyer in court; advertising; the responsibility of the lawyer for litigation; the duty of the lawyer to society at large.

**MASSACHUSETTS PRACTICE AND PLEADING AT LAW AND IN EQUITY***(Thirty-five hours—2 Sem. hours)*

Courts in Massachusetts and jurisdiction of each; venue of actions, writs and service of same; arrest on *mesne* process; attachment of property; trustee process; entry of actions; appearances; non-suit and default; the Practice Act; amendments; set-off, recoupment and cross actions; tender and offer of judgment; interrogatories; depositions; masters, auditors and assessors;



trial; motions for new trial; motions in arrest of judgment; appeals, exceptions; report and reservation; judgment; execution; equity pleading and practice.

Tucker's Massachusetts Practice (Boston).

Scott's Cases on Civil Procedure (Worcester).

## COMPREHENSIVE REVIEW

*(One Hundred hours—6 Sem. hours)*

In the senior year a Comprehensive Review of the entire four years' course is conducted. This review is required for the LL.B. degree and is open to regular members of the senior class. The review covers the more important points in all of the courses in the four years' curriculum. Its object is to bring before the student's mind the close inter-relation of the various branches of the law and to emphasize its unity. Special emphasis is laid upon the more important cases in each subject. The course also constitutes a preparation for the Massachusetts bar examination; time being devoted to a review of some of the questions given upon past bar examinations.

## MOOT COURT

A moot court is conducted in connection with the course on Practice and Pleading. In this court actions are commenced, tried and prosecuted to a final adjudication. Students are designated to act in the capacity of attorneys, clerks and parties. In this way the student is by example familiarized with the conduct of litigation.

This course also offers opportunity for practical instruction in many phases of trial evidence as well as in the ethical duties of the lawyer in court.

## ELECTIVE COURSES

The School offers the following elective courses to students, who, in the opinion of the Committee on Administration, have a sufficiently high average in general scholarship to warrant admission to the courses.

Case reading is required in all electives and the method of approach is thoroughly in accord with rigorous standards of instruction.

No charge is made to students who are admitted to elective courses.

## CONFLICTS OF LAW

*(Thirty hours—2 Sem. hours)*

Comity, Reciprocity, Public Policy, Doctrine of Renvoi, Domicile, Capacity, Family Law, Inheritance, Foreign Administrations, Property, Contracts, Torts and some Procedure.

Humble — Cases on Conflict of Laws.

## SURETYSHIP

*(Twenty hours—1 Sem. hour)*

The fundamentals of the law of private and professional suretyship, with some reference to modern corporate surety practice, including forms.

## INSURANCE

*(Twenty hours—1 Sem. hour)*

The fundamentals of the law of insurance in general, covering life insurance, marine insurance and fire insurance, the nature of the contract and the relationships. Some reference to modern corporate practice with forms.

## *The Law and Business Program*

THE complexity of modern business activity makes it highly desirable for the lawyer to have an adequate knowledge of the principles of sound business administration. Likewise it is becoming increasingly necessary for the business man to have a knowledge of law. In order to meet this need and to provide such training for law and business students, the Evening School of Law and the Evening School of Business of Northeastern University are offering a combined six-year program in business and law leading to the B.B.A. degree.

All business is organized and conducted on a legal basis. For this reason executive positions in many business enterprises demand a knowledge of the law upon the part of those who are to be successful. Underlying the present large scale marketing and production which characterize modern business is a network of law which safeguards the rights of business men as they deal with one another and also indicates the channels in which business practices shall be directed and through which they shall move. The man who approaches business with a keen knowledge of the principles of law underlying business will bring to his position an advantage which will be of inestimable worth to business.

The combined six-year program offered by the University will provide a sound and basic knowledge of those principles of law and business so essential for success in the various fields of business. This program has been introduced in response to a request for a course of study which will adequately meet the felt needs on the part of the following groups:

- (1) Those employed in banks and trust companies
- (2) Insurance officers and claim adjusters
- (3) Real estate operators
- (4) Accountants
- (5) Those engaged in executive positions in business and industrial organizations
- (6) Those now in the legal profession.

The courses in law and business will be taken simultaneously throughout the six-year period of study. Those completing this

program and receiving the B.B.A. degree, may continue in the School of Law and qualify for the LL.B. degree in approximately two additional years of study, provided they met the requirements for admission as regular students in the Evening Division of the University at the time of their initial registration.

Those who have already completed their law training in an approved school of law may receive advanced standing credit toward the B.B.A. degree for the law courses.

## PROGRAM OF STUDIES

### *Prescribed Subjects*

	<i>Semester Hours</i>	<i>Class Hours per Week</i>
Contracts	4	2
Case Method of Instruction	1	2
Personal Property	2	2
Sales	2	2
Agency	2	2
Bills and Notes	2	2
Property I	4	2
Property II	2	2
Business Associations	4	2
Bankruptcy	2	2
Constitutional Law	3	2
Fundamentals of Business	4	2
Constructive English	4	2
Business Economics	4	2
Thesis	4	
Business, Technical, or Professional Experience	24	
	<hr/>	
Total Prescribed	68 Semester Hours	

### *Additional Prescribed Subjects for Those Desiring to Specialize in Accounting.*

Introductory Accounting	4	2
Intermediate Accounting	4	2
Constructive Accounting	4	2
Advanced Accounting Problems	4	2
Cost Accounting	4	2
Auditing	2	2
Income Tax and Estate Accounting	4	2
Accounting Seminar	6	4
	<hr/>	
Total Additional Prescribed	32 Semester Hours	
Total Prescribed for Degree	100 Semester Hours	

*Additional Prescribed Subjects for Those Desiring to Specialize in Business Administration.*

Accounting for Executives	4	2
Marketing Methods	4	2
Financial Organization and Management	4	2
Business Statistics and Forecasting	4	2
Industrial Management Problems	4	2
Business Policies	4	2
Business Administration Seminar	8	4
<hr/>		
Total Additional Prescribed	32 Semester Hours	
Total Prescribed for Degree	100 Semester Hours	

Students in this course who are employed in the Trust Department of a bank or are in a position where a knowledge of Trusts, Wills, and Equity may be of value, may be permitted to substitute these three courses for other prescribed law courses upon approval of the Dean of the School of Business.

For a description of the Business Courses, see the catalog of the School of Business. A copy will be sent upon request.

## General Statement

### LOCATION OF NORTHEASTERN UNIVERSITY

#### BOSTON

**N**ORTHEASTERN University is particularly fortunate in being housed in the building of the Boston Young Men's Christian Association at 312 Huntington Avenue. In addition, it utilizes the entire second floor in the Huntington Building, next to Symphony Hall, and the Laboratory Building of the University, which is located in the rear of the Y. M. C. A. Building.

Located in the Back Bay educational center of Boston, within sight of the Opera House, Symphony Hall, the Art Museum, and other cultural and educational institutions, the University is easily reached from the North and South Stations and from the various points of the Boston Elevated system.

The following gives schedule running time from each indicated point to Massachusetts and Huntington Avenues. No allowance is made for necessary transfers from one car or train to another.

	<i>Minutes</i>		<i>Minutes</i>
Allston . . . . .	21	Harvard Square . . . . .	20
Andrew Square . . . . .	12	Hyde Park, Cleary Square . . . . .	30
Arlington Center . . . . .	38	Malden Square . . . . .	36
Belmont . . . . .	38	Mattapan Square . . . . .	30
Brookline Village . . . . .	10	North Station . . . . .	17
Central Square, Cambridge . . . . .	11	Park Street Subway . . . . .	12
Chestnut Hill . . . . .	21	Roslindale . . . . .	20
Dedham Line . . . . .	33	South Station . . . . .	14
Everett Square . . . . .	32	Union Square, Somerville . . . . .	23
Forest Hills . . . . .	15	Watertown . . . . .	29

#### SPRINGFIELD DIVISION

Northeastern University, Springfield Division, is located two streets east of Main on Chestnut, corner of Hillman — a three-minute walk from Main *via* Hillman; it is reached from the Union Station by a five-minute walk south along Dwight to Hillman to Chestnut; and a three-minute walk north along Chestnut from the Public Library on State Street. All train, trolley and bus terminals are within these limits.



### WORCESTER DIVISION

The Worcester Division is located in the Worcester Y.M.C.A. Building. The administrative offices and classrooms occupy the entire second floor of the building. The Y.M.C.A. in Worcester is located at 766 Main Street, a five-minute walk south on Main Street from the City Hall, or midway between that building, which is in the heart of the city, and Clark University.

The School is therefore directly accessible by street car from all parts of the city and within easy walking distance of both Union Station and the bus and interurban terminals communicating with every part of the county.

Excellent service is maintained to Southbridge, Webster, Clinton, North Grafton, and Fitchburg and all intervening points as well as all towns on the State Road to Boston and Springfield. Student rates may be obtained on practically all of these lines.

### CASE-BOOKS

Case-books are required in the courses. These books may be purchased in most instances by the student from the University book store. If convenient to the student, the books of the Law Library may be used in the building. It is recommended and strongly urged that all students own their own case-books because of the very evident advantages to the student in the preparation of his courses and the advantageous use of leisure hours at home.

### LAW LIBRARIES

#### BOSTON

The Law Library, located in the Y.M.C.A. Building at Boston, is large, well-equipped and comfortably furnished. In it may be found case and text-books on all of the subjects taught in the School, as well as on related subjects, the National Reporter System, the State Reports of Massachusetts and New York, the United States Supreme Court Reports, The United States Code Annotated, American Digest System, English Reports, English and Empire Digest, Laws of England, Corpus Juris Cyc, encyclopedias of law, etc. Additions of standard law books of value to the students in their law studies are being made regularly to the Library. A library is so essential to the success of a law school that a great deal of attention to it is necessary in order to insure that

is it well equipped and efficiently administered. For this reason the Northeastern University officials are particularly alert to meet the needs of the situation and progressively build up an excellent and thoroughly practical Law School Library which may serve as a working laboratory for the students.

The library is open weekdays from 9 a.m. to 10.30 p.m. Sundays and Holidays from 2 p.m. to 9 p.m.

### **WORCESTER DIVISION**

The Worcester Division is rapidly building up an excellent Law Library. A special library room has been provided. New books are being added each year so that the students may have the best material at their disposal. A full set of Massachusetts Reports, Acts and Resolves, Digests, Corpus Juris and Cyclopaedia of Law and Procedure, Case-Books, Text-Books and other valuable materials are available. The Library of the Worcester County Court House is also available to students.

### **SPRINGFIELD DIVISION**

Springfield is fortunate in having access to the splendidly equipped law library of the Hampden County Court House. It has, however, for the immediate convenience of its students a library of several hundred volumes, along with adequate study space within its own building. Full sets of Massachusetts Reports, Acts and Resolves, Digests, Corpus Juris and Cyclopaedia of Law and Procedure, and Case-Books are available. Other valuable material is also on its shelves through gift or loan of Faculty and friends. This includes material not only on American law but many volumes of Old English Reports.

### **CLASSROOMS**

Adequate, well-lighted, heated and ventilated classrooms are provided in Boston and in each Division. The rooms are equipped with standard tablet arm chairs thoroughly adapted to the work of the students.

### **DORMITORIES**

In each Y.M.C.A. Building are dormitory facilities whereby students limited to the number of rooms available, may secure comfortable and well furnished rooms at a reasonable price. There

is a congenial atmosphere of fellowship and of social life in the dormitories, and opportunities are available for forming the best type of friendships.

## RECREATIVE OPPORTUNITIES

Men who are employed in offices or indoor occupations during the day and are studying in the evening should take some form of systematic exercise in order that they may do their most effective work.

Northeastern is fortunate in being able to place at the disposal of its students, unexcelled recreational advantages.

The Y.M.C.A. Buildings in each of the cities have excellent facilities in the nature of gymnasiums, swimming pools, bowling alleys, billiard rooms, game and social rooms, which provide opportunity for practically every form of physical and social recreation.

All students are urged to avail themselves of these recreative opportunities, which are of a clean, virile and wholesome type.

## SOCIAL LIFE OF THE SCHOOL

The constant association with other men of outstanding ability from nearly every type of human activity is of incalculable value to the student of law. In addition to the usual classroom contacts students are also brought into contact with one another through special lectures, class dinners, and other School functions which are highly profitable and pleasurable.

## RELIGIOUS ACTIVITIES

Northeastern University has as one of its outstanding aims the development of the finest possible character among its students. For this reason the Day Division of the University affords ample opportunity for its students to participate in social and religious activities. To Evening School students who desire to participate in the social and religious programs of its various departments, the Y.M.C.A., extends a cordial greeting. While encouraging religious activities the University is, however, strictly non-sectarian. A student should feel free to register in any of the several schools of the University, regardless of religious faith; no attempt being made to influence one to participate in any activities which are contrary to the tenets of his particular religion.

## **FRATERNITIES**

### **BOSTON**

There are five fraternities and two sororities in the Law School. These have been formed for the purposes of promoting personal and social relations as well as to afford congenial discussion and study groups. Similar organizations are maintained in the various divisions.

## **THE DEAN'S ADVISORY COUNCIL**

### **BOSTON**

The Dean's Advisory Council meets with the Dean every two weeks to discuss various problems affecting the School. Careful study and consideration are given to the difficulties which from time to time confront the students and an attempt is made to analyze these difficulties and to discover the most effective ways to meet them.

Various major policies of the School are discussed to obtain the students' reaction in order that the Administrative Officers may have before them the student viewpoint in determining policies.

## Colleges Represented in the School of Law

	Boston	Worcester	Springfield	Providence	Total
Acadia College, Nova Scotia.....	1				1
Agricultural & Mechanical College of Texas....		1			1
Amherst College.....	1	1			2
Assumption College.....	1				1
Bangor Theological Seminary.....	1				1
Barnard College.....	1				1
Bates College.....	3				3
Bentley School of Accounting and Finance....	9				9
Boston College.....	15	1			16
Boston Normal.....	1				1
Boston Teachers College.....	3				3
Boston University.....	86	4	1		91
Bowdoin College.....	6				6
Brown University.....	2	1	1	3	7
Catholic University of America.....			1		1
Clark University.....	2	6	1		9
Coe College.....	1				1
Colby College.....	2				2
Colgate University.....			1		1
Cornell University.....	1				1
Dartmouth College.....	10				10
Eureka College.....	1				1
Framingham Normal.....	2				2
Georgetown University.....	1	1			2
Gordon Theological School.....	1				1
Harvard University.....	36	3		1	40
Holy Cross College.....	3	13	2	1	19
Iowa University.....	1				1
Kingfisher College.....	1				1
Lafayette College.....	1				1
Leeds University, England.....	1				1
Lowell Textile School.....	1			1	2
Massachusetts Agricultural College.....	2		1		3
Massachusetts College of Pharmacy.....	1				1
Massachusetts Institute of Technology.....	10		1		11
Michigan State College.....				1	1
Middlebury College.....	1				1
Mount Allison University.....	1				1
National University.....	1				1
New England Conservatory of Music.....	1				1
New York University.....	3		1		4
Northeastern University.....	36	1	8		45
Notre Dame College.....	1				1



	Boston	Worcester	Springfield	Providence	Total
Ohio State University.....	1				1
Providence College.....				1	1
Rhode Island College of Pharmacy.....				1	1
Rhode Island State College.....			1	3	4
Royal Institute of Commerce, Italy.....	1				1
Salem Normal.....	2				2
Simmons College.....	2	1			3
Springfield College.....	1				1
St. Joseph's College.....				1	1
St. Laurent's College, Canada.....				1	1
Stanford University.....	1				1
Syracuse University.....	1		2		3
Trinity College.....	1				1
Tufts College.....	10		2		12
University of Illinois.....	1		1	1	3
University of Maine.....	4				4
University of Michigan.....	2				2
University of New Hampshire.....	5				5
University of Pennsylvania.....			2		2
University of Pittsburgh.....	1		1		2
University of Tennessee.....			1		1
University of Vermont.....		1			1
University of Wisconsin.....	1	1	1		3
Vanderbilt University.....			1		1
Villanova College.....	1	1			2
Wellesley College.....	1				1
Wesleyan University.....	1	1			2
Westminster College.....				1	1
West Virginia University.....	1				1
Wheaton College.....	1				1
Worcester Polytechnic Institute.....		2			2
Yale University.....	1				1

## Secondary Schools Represented in the Student Body

	Boston	Worcester	Springfield	Providence	Total
Abington High.....	1				1
Acadia Collegiate Academy, Nova Scotia.....	2				2
American Colony, Jerusalem.....	.			1	1
Amherst High.....			1		1
Arlington High.....	7				7
Arthur Hill High, Mich.....	1				1
Assumption Preparatory.....	1				1
Athol High.....			1		1
Attleboro High.....	2			1	3
Auburn Academy High, N. Y.....	1				1
Bartlett High.....		1			1
Belmont High.....	2				2
Berlin High, N. H.....	2				2
Berwick Academy, Me.....	1				1
Berwick High, Me.....	1				1
Beverly High.....	1				1
Biddeford High, Me.....	1				1
Binghamton High, N. Y.....			1		1
Bishop Hopkins Hall, Vt.....		1			1
Boston College High.....	11				11
Boston English High.....	167				167
Boston Girl's High.....	13				13
Boston Girl's Latin.....	4				4
Boston High School of Commerce.....	27				27
Boston Latin School.....	23		1		24
Braintree High.....	1				1
Brandon High, Vt.....	1				1
Bridge Academy, Me.....	1				1
Brewster Academy, N. H.....	1				1
Bridgton Academy, Me.....	1				1
Brighton High.....	3				3
Bristol High, Conn.....	1				1
Brockton High.....	9				9
Brookline High.....	10				10
Browne and Nichols School.....	1				1
Brownville Junction High, Me.....	1				1
Brunswick High, Me.....	1				1
Buchanan High, N. Y.....				1	1
Bulkeley High, Conn.....	2			1	3
Burrillville High, R. I.....				1	1
B. M. C. Durfee High.....	3			1	4

	Boston	Worcester	Springfield	Providence	Total
Calais High, Me.....	1				1
Cambridge High and Latin.....	26				26
Cayey High, Porto Rico.....	1				1
Cedar Rapids High, Ia.....	1				1
Central Falls High, R. I.....				3	3
Central High, Leeds, England.....	1				1
Chandlerville High, Ill.....	1				1
Chelsea High.....	3 <sup>1</sup>				3 <sup>1</sup>
Chestertown High, N. Y.....			1		1
Chicopee High.....			7		7
Christian Brothers Academy, N. Y.....			1		1
Clinton High.....		3	1		4
Colby Academy, N. H.....	1				1
Colt Memorial High, R. I.....	2			1	3
Concord High.....	2				2
Concord High, N. H.....	1				1
Cony High, Me.....	1				1
Constantinople High, Turkey.....	1				1
Cranston High, R. I.....				2	2
Crosby High, Conn.....	1				1
Cumberland High, R. I.....				1	1
Cushing Academy.....	1				1
Daly Industrial.....	1				1
Danbury High, Conn.....	1				1
Dean Academy.....	1			1	2
Dedham High.....	6				6
Dennis High.....	1				1
DeWitt Preparatory, Washington, D. C.....			1		1
Dorchester High for Boys.....	61				61
Dorchester High for Girls.....	12				12
East Boston High.....	15	1			16
Eastern District High, N. Y.....	1				1
Eastern Maine Conference Seminary, Me.....	1				1
Easthampton High.....	1				1
East Hartford High, Conn.....			1		1
East Liverpool High, Ohio.....	1				1
Edward Little High, Me.....	1				1
Edwards High, Vt.....	1				1
Elbana School, Scotland.....	1				1
Enfield High, Conn.....			3		3
Everett High.....	16				16
Exeter High, N. H.....	1				1
Fitchburg High.....	1	1			2
Flushing High, N. Y.....	1				1
Framingham High.....	3				3
Friends' Boys High, Palestine.....	1				1
Galena High, Ill.....	1				1

	Boston	Worcester	Springfield	Providence	Total
Gardner High.....		2			2
Gladwin High, Mich.....	1				1
Greenfield High.....	1				1
Hampton Consolidated School.....	1				1
Hartford High, Conn.....	1				1
Hasbrouck Heights High, N. J.....		1			1
Haverhill High.....	6				6
Hebron Academy, Me.....	1				1
Hendrick Hudson High, N. Y.....				1	1
Holy Name High, Chicopee.....			2		2
Holyoke High.....			11		11
Hope Street High, R. I.....				3	3
Howard High.....	1				1
Hudson High.....	1	2			3
Huntington School.....	4				4
Hyde Park High.....	4				4
Jamaica Plain High.....	9				9
Juneau High, Wis.....		1			1
Kingfield High, Me.....	1				1
Kingston High.....	1				1
Laconia High, N. H.....		1			1
Lansing High, Mich.....	1				1
LaSalle Academy, R. I.....				12	12
Lawrence High.....	7	1			8
Leicester Academy.....	1				1
Leicester High.....		1			1
Leominster High.....	1	1			2
Lincoln Preparatory School.....	8				8
Lisbon High, N. H.....	2				2
Lisbon Falls High, Me.....	1				1
Lowell High.....	11				11
Lynn Classical High.....	11				11
Lynn English High.....	18				18
Malden High.....	15				15
Manchester High.....	1				1
Manning High.....	2				2
Marlboro High.....		2			2
Marlboro High, N. H.....		1			1
Mary E. Wells High.....		1			1
Mechanic Arts High.....	18				18
Medfield High.....	1				1
Medford High.....	11				11
Medway High.....	1				1
Melrose High.....	3				3
Methuen High.....	1				1
Middlebury High, Vt.....			1		1
Middletown High, Conn.....	3				3

	Boston	Worcester	Springfield	Providence	Total
Milford High.....	2				2
Milton High.....	1				1
Monroe High, N. Y.....	1				1
Monson Academy.....			1		1
Moses Brown High, R. I.....				1	1
Mount Hermon School.....	2				2
Nashua High, N. H.....	5				5
Natick High.....	3		1		4
Needham High.....	3				3
New Britain High, Conn.....	1				1
Newburyport High.....	1				1
New Haven Commercial High, Conn.....			1		1
New Haven High, Conn.....	3				3
New Salem Academy, N. H.....	1				1
Newton High.....	16				16
Newton Technical High.....	3				3
Northampton High.....	2		1		3
North Attleboro High.....				1	1
Northboro High.....	1				1
North Brookfield High.....		2			2
Norridgewock High, Me.....	1				1
North Division High, Wis.....	1				1
Norwood High.....	4				4
Notre Dame Academy.....	1				1
Olean High, N. Y.....	1				1
Oliver Ames High.....	1				1
Palmer High.....			1		1
Partridge Academy.....	1				1
Pawtucket High, R. I.....	1			5	6
Peabody High.....	2				2
Peekskill Military Academy, N. Y.....	1				1
Pepperell High.....		1			1
Pittsfield High.....	4				4
Pond School.....	1				1
Portland High, Me.....	2				2
Portland High, Oregon.....		1			1
Princeton High.....	1				1
Providence Classical High.....	1			13	14
Providence Commercial High.....	1			6	7
Providence Technical High.....				13	13
Quincy High.....	8				8
Revere High.....	20		1		21
Rindge Technical School.....	9				9
Rockland High.....	1				1
Rockville High, Conn.....			1		1
Rosary High, Holyoke.....			2		2
Roxbury High.....	1				1



	Boston	Worcester	Springfield	Providence	Total
Roxbury Latin.....	2				2
Roxbury Memorial High.....	4				4
Royal Academy of Castoreall, Italy.....	1				1
Royal Oakes High, Mich.....	1				1
Rutland High, Vt.....			1		1
Sacred Heart Academy, Worcester.....		2			2
Sacred Heart Academy, R. I.....				1	1
Salem High.....	5				5
San Jose High, Cal.....	1				1
Saugus High.....	1				1
Sharon High.....				1	1
Smith Academy.....				1	1
Smithtown High, N. Y.....	1				1
Smyrna High, Tenn.....			1		1
Somerville High.....	16				16
South Boston High.....	3				3
South Kingston High.....				1	1
South Manchester High, Conn.....			1		1
South Portland High, Me.....	1				1
Springfield Cathedral High.....			9		9
Springfield Central High.....	1		27		28
Springfield High School of Commerce.....			21		21
Springfield Technical High.....			10		10
St. Jerome's High, Holyoke.....			1		1
St. John's High, Worcester.....	1	4			5
St. John's Preparatory School.....	1	1		1	3
St. Johnsbury Academy, Vt.....		1			1
St. Joseph's High.....	1				1
St. Louis' High, Webster.....		1			1
St. Mary's High, Southbridge.....		1			1
St. Mary's High, Waltham.....	4				4
St. Mary's High, Westfield.....			1		1
St. Michael's High, Vt.....	1				1
St. Peter's High, Dorchester.....	1				1
Stamford High, Conn.....	1				1
Staunton Military Academy, Va.....			1		1
Stone School.....	1				1
Stoneham High.....	3				3
Strong High, Me.....	1				1
Suffield School, Conn.....			1		1
Sullivan High, Me.....	1				1
Sumner High.....	1				1
Swampscott High.....	2				2
Syracuse Central High, N. Y.....	1				1
Taunton High.....	1			1	2
Technical High, Ireland.....	1				1
The Hill School, Pa.....		1			1

	Boston	Worcester	Springfield	Providence	Total
Thornton Academy, Me.....	1				1
Troy Conference Academy, Vt.....			1		1
Turner Falls High.....	1				1
Upton High.....		1			1
Uxbridge High.....		1			1
Wadleigh High, N. Y.....	1				1
Wakefield High.....	4				4
Walpole High.....	2				2
Waltham High.....	4				4
Ware High.....		1			1
Warren High.....				1	1
Warwick High, R. I.....				1	1
Watertown High.....	3				3
Wayland High.....	1				1
Weare High, N. H.....	1				1
Wellesley High.....	1				1
Wells High, Me.....	1				1
Westboro High.....	1	1			2
West Boylston High.....	1				1
Western Normal Academy, Ill.....			1		1
Westfield High.....	2		3		5
Westhampton High.....	1				1
Weston High.....	1				1
West Roxbury High.....	1				1
West Springfield High.....			4		4
West Warwick High, R. I.....				1	1
Weymouth High.....	2				2
Williamsburg High.....			1		1
Williamstown High.....			1		1
Williston Academy.....			1		1
Wilmington High.....	2				2
Winchester High.....	1				1
Winthrop High.....	11				11
Woburn High.....	2				2
Wolfville High, Nova Scotia.....	1				1
Woodstock High, N. H.....	1				1
Woodstock High, Vt.....	1				1
Woodsville High, N. H.....	1				1
Woonsocket High, R. I.....	1	2		4	7
Worcester Academy.....			1		1
Worcester Classical High.....		25	1		26
Worcester High School of Commerce.....	1	18			19
Worcester North High.....		5	1		6
Worcester South High.....	2	3			5
Yarmouth High, Me.....	1				1

# Geographical Distribution of Students

## BOSTON

Abington	1	Frammingham	3	Princeton, Me.	1
Allston	10	Haverhill	3	Providence, R. I.	3
Amesbury	1	Hingham	2	Quincy	10
Arlington	13	Holbrook	1	Randolph	1
Attleboro	2	Hudson	1	Reading	1
Auburn, N. Y.	1	Hyde Park	4	Revere	20
Auburndale	1	Ipswich	2	Rockland	1
Barre, Vt.	1	Jamaica Plain	16	Rosindale	9
Beachmont	1	Lawrence	8	Roxbury	107
Belmont	4	Lowell	7	Salem	6
Berlin, N. H.	1	Lynn	32	Saugus	1
Berwick, Me.	1	Malden	16	Somerville	22
Beverly	2	Manchester	1	South Boston	10
Biddeford, Me.	1	Marblehead	1	Springfield	1
Bolton	1	Mattapan	25	Stamford, Conn.	1
Boston	77	Medfield	1	Stoneham	3
Bradford	1	Medford	17	St. James, N. Y.	1
Braintree	1	Medway	1	Swampscott	2
Brighton	13	Melrose	7	Turners Falls	1
Bristol, R. I.	2	Methuen	1	Vineyard Haven	1
Brockton	7	Milford	1	Waban	3
Brookline	29	Milton	2	Wakefield	4
Brownville Jct., Me.	1	Nashua, N. H.	1	Walpole	1
Brunswick, Me.	1	Natick	3	Waltham	10
Cambridge	42	Needham	5	Watertown	8
Caryville	1	New Britain, Conn.	1	Waverley	2
Charlestown	6	New Haven, Conn.	3	Wellesley	1
Chelsea	32	New London, Conn.	1	West Boylston	1
Chestnut Hill	1	Newton	11	Westford	1
Concord, N. H.	1	Newton Centre	3	West Medford	2
Cranston, R. I.	1	Newtonville	5	West Newton	2
Danvers	1	New York City	1	Weston	1
Dedham	8	Norfolk	1	West Roxbury	3
Dorchester	143	Northampton	2	Wilmington	1
Duxbury	1	Northboro	1	Winchester	2
East Boston	12	North Chelmsford	1	Winthrop	15
East Braintree	2	North Grafton	1	Woburn	2
East Milton	2	North Plymouth	1	Wollaston	9
East Weymouth	1	North Weymouth	2	Woodside, L. I.	2
Everett	15	Norwood	3	Worcester	1
Exeter, N. H.	1	Peabody	2	Yarmouth, Me.	1
Fall River	2	Pittsfield	4		
Fitchburg	1	Portland, Me.	1		

## WORCESTER DIVISION

Boylston	1	Leicester	1	Shrewsbury	1
Clinton	3	Leominster	1	Uxbridge	1
Fitchburg	1	Marlboro	2	Webster	3
Gardner	1	Oxford	1	Westboro	1
Grafton	1	Paxton	1	Woonsocket, R. I.	2
Hudson	2	Southbridge	2	Worcester	85

## SPRINGFIELD DIVISION

Chicopee	12	North Amherst	1	Springfield	73
East Longmeadow	1	Northampton	1	Thompsonville, Conn.	3
Ellington, Conn.	1	Palmer	3	Westfield	4
Holyoke	12	Revere	1	West Springfield	5
Longmeadow	2	Rutland, Vt.	1	Wilbraham	1

## PROVIDENCE DIVISION

Attleboro	2	Edgewood	2	Providence	39
Auburn	2	Greenwood	1	Riverside	1
Bristol	1	Hamilton	1	Taunton	1
Central Falls	3	Harrisville	1	Valley Falls	1
Conimicut	1	North Providence	4	Warren	1
Cranston	1	North Scituate	1	West Warwick	1
Cumberland	1	Pascoag	1	Westerly	1
East Providence	1	Pawtucket	8	Woonsocket	7

# Degrees Conferred in 1930

## BOSTON

### BACHELOR OF LAWS, CUM LAUDE

FRANCIS NELSON DROWN  
ELIOT KIMBALL GRANT

GERARD KELLEHER  
ABRAHAM LEVINE

### BACHELOR OF LAWS

JOHN AUGUSTINE BARNES  
LOUIS ROBERT BERMAN  
THOMAS AUGUSTINE BERRIGAN  
BENJAMIN BLUMENBERG  
ISADORE BREITMAN  
JEANNE SONIA BRODY  
BENJAMIN BROWN  
FRANCIS JOSEPH BURNS  
EDWARD JOSEPH CALLAHAN  
JOHN FRANCIS CALLANAN  
LORETTA AGNES CHISHOLM  
MARY M. COHEN  
WILLIAM TURNER CONLAN  
HOWARD WALLACE COOKE  
VICTOR FRANK COPPOLA  
RALPH LEO COUNTIE  
HELEN HAVEN CURTIN  
MAX CARL CUSHNER  
WILLIAM BENEDICT DENGESKI  
FREDERICK DI CICCIO  
VIRGIL DI GIUSTO  
CHARLES ELIOT DOCKSER  
GEORGE JOSEPH DODOSKY  
EUNICE JANE DOUGLASS  
CONSTANCE REGINA DOWD  
CHARLES SPURGEON EATON  
CHESLEY ELROY  
BERNARD ENBINDER  
JOHN LEWIS FAGERLAND  
ISADORE FEIN  
DAVID FELDSTEIN  
JOSEPH IGNATIUS FRANCIS  
DAVID FREEDMAN  
FREDERICK WILLIAM GANLEY  
HARRY GEISINGER  
WILLIAM JEROME GILBERT  
DAVID GOLDBERG  
HARRY GOLDSTEIN  
CHARLES GOTTLIEB  
DAVID FORSAITH GOURD  
ANTHONY GUGLIUCCIello

EDWIN HANNON  
WILLIAM SAMPSON HERSHMAN  
ETHLEEN LOUISE HEUSER  
WILLIAM FREDERIC HINCKLEY  
FREDERICK HOBART  
ORRA FRANKLIN HUMPHREY  
FRANCIS JOSEPH HUNT  
WILLIAM HUNTLEY  
MILDRED VICTORIA HYLAND  
VINCENT JANES  
ABRAHAM HERBERT KAHALAS  
FRANCIS KEEFE  
JOHN ALPHONSUS KELLEY  
JOSEPH JOHN KELLY  
ABRAHAM KLINE  
HELEN MARGARET LAFFERTY  
CECIL LANDAU  
ROSE LEAVITT  
NATHAN LEBOWITZ  
DAVID LEMELMAN  
HIRAM JACK LEVI  
BERNARD DAVID LEVINSON  
JACOB LEVY  
DOMINIC THOMAS LONGO  
WALLACE A. MACPHERSON, JR.  
CARL ALFRED MATTSON  
CYRIL LAWRENCE MCCARTHY  
HYMAN MINTZ  
JOSEPH FRANCIS MITCHELL  
ANDREW CHARLES MORAN  
BETTY MOSS  
ISRAEL NAYOR  
FRANCES MARY NEWELL  
GEORGE NEWMAN  
LILLIAN NEWMAN  
CHARLES HATHAWAY NICHOLSON  
HARRY JAMES NUGENT  
DANIEL O'LEARY  
ALVIN LEONARD OLSON  
ROBERT BLANCHARD OSGOOD  
ERNEST OLIVER PALUMBO

FELIX FLOYD PERRONE  
OLGA VERZARI PINI  
WILLIAM RALPH PITTMAN  
DAVID POLLEN  
ARTHUR EDMUND QUIMBY  
JOSEPH REARDON  
LLOYD RITVO  
NATHAN ROBINS  
MARC JENNINGS ROBINSON  
SCOTT ROSE  
DEMETRIOS JOHN ROUSAKIS  
ABRAHAM RYSMAN  
RALPH KAY SAYWARD  
FRANCES SECKMAN  
WILLIAM HOWARD SHAPIRO

AMOS HENRY SHEPHERDSON  
AARON SIBULKIN  
BARNET SMOLA  
THOMAS STANTON  
MELVIN ROBERT TAYMORE  
MARY LUCILLE TEBEAU  
FLORENCE TEITELBAUM  
HARVEY DAVID TUCKER  
JOHN WAITE  
SAMUEL WANTMAN  
ELICK BARNARD WASSERMAN  
WALTER WIDLANSKY  
HENRY YORRA  
AARON ZIEGLER  
WILLARD ZIERGIEBEL

## WORCESTER DIVISION

### BACHELOR OF LAWS

ALBERT GERRY BLODGETT  
ALPHONSE NORMAN GOYETTE  
GLADYS AGNES NELSON

EUGENE ANTHONY O'ROURKE  
FILLMORE ALOYSIUS STONE  
WILLIAM THOMAS WOODROW, JR.

## SPRINGFIELD DIVISION

### BACHELOR OF LAWS

WARREN JOSEPH BENT  
MICHAEL FRANCIS COYNE  
MARY BERTHA DEAN  
ANTHONY FRANCIS GANNUSCIO  
THOMAS LORENZO GOGGIN  
MARY TERESA GRIFFIN  
JOHN JOSEPH HAWKES  
HOWARD SPELLMAN KEEFE

GERTRUDE RACHAEL MEANEY  
CATHERINE GRACE MOYNIHAN  
JAMES MESROB NARIN  
MARIE LOUISE NEWMAN  
MILTON HERBERT RICHMOND  
WILLIAM FENN BIGELOW THOMSON  
JOHN DOUGHERTY TIERNEY  
FRANK JOSEPH WHITTAKER

## PROVIDENCE DIVISION

### BACHELOR OF LAWS

FRANK BEANE  
SYDNEY EDWARD BENSON  
ANGELO ANTHONY CALDARONE  
HENRY CONYERS

GEORGE DEMOPULOS  
EDWARD JOSEPH FEELEY  
PAUL WHITTEN MEREDITH  
JOHN GRAHAM EDWARD MURPHY  
WILLIAM EDWARD WALSH



*Degrees Conferred*

	Boston	Worcester Division	Springfield Division	Providence Division
1902	19			
1903	13			
1904	21			
1905	20			
1906	35			
1907	38			
1908	40			
1909	36			
1910	54			
1911	50			
1912	73			
1913	47			
1914	47			
1915	56			
1916	53			
1917	56			
1918	43			
1919	45			
1920	58			
1921	61			
1922	50			
1923	58	21	7	
1924	63	8	10	8
1925	72	13	8	7
1926	116	8	5	5
1927	153	10	18	7
1928	180	10	22	5
1929	117	7	12	4
1930	116	6	16	9
Total	1,790	83	98	45

## Register of Students

## BOSTON

## CLASS OF 1931

ABELY, THOMAS E.	Winthrop	CUMMINGS, THOMAS F.	Winthrop
ALBERT, JAMES	Roxbury	<i>Bentley School of Accounting and Finance</i>	
<i>Harvard College, S. B.</i>		DALEY, DANIEL J.	Brookline
ALPERT, BENJAMIN	Chelsea	<i>New York University</i>	
ANDELMAN, EZRA	Mattapan	DALTON, FRANCIS R.	Allston
ANDELMAN, RICHARD	Roxbury	<i>Harvard University, A.B.</i>	
APSEY, ROBERT STOKES	Winchester	DAUM, CHARLES	Dorchester
ARTHUR, GEORGE R.	Cambridge	DELANEY, RAYMOND T.	Brighton
<i>Harvard College, A.B.</i>		DEROSIER, EDWARD J.	Quincy
ATWOOD, RALPH T.	Arlington	DICKSON, CAROLINE M.	Boston
<i>Boston University</i>		<i>Simmons College, B.S.</i>	
BARTLETT, PHILIP	Cambridge	DOANE, CLARENCE E.	Milton
<i>Boston University</i>		<i>Boston University</i>	
BEARENS, JAMES A.	Watertown	DOLAN, KATHERINE M.	Malden
<i>Bentley School of Accounting and Finance</i>		DOMINEAU, JAMES WESLEY, JR.	Jamaica Plain
BEAUCHEMIN, PAUL H.	Somerville	DONLAN, JOSEPH S.	Waltham
BELL, CARLETON P.	Auburndale	DONOVAN, JEROME G.	Newton
BELT, SAMUEL	Dorchester	<i>Boston College</i>	
BENTON, CHARLES E.	Needham	DREW, JACK I.	Everett
<i>Harvard University, S.B.</i>		DRUKMAN, JACOB P.	Dorchester
BERG, ERNEST A.	Everett	EATON, FRANCIS H.	Needham
<i>Northeastern University, B.C.S.</i>		<i>Boston University, B.B.A.</i>	
BERMAN, MARY	Malden	ELFMAN, DAVID	Wilmington
BLOOM, SIDNEY J.	Roxbury	EMERSON, GLADYS M.	Dedham
<i>Boston University</i>		ESTERMAN, MAX	Dorchester
BONAZZOLI, AUGUST G.	Bolton	EVANS, BESSIE L.	Brookline
BOYDEN, ARTHUR J.	Brookline	EVANS, LILLIAN J.	Brookline
<i>Boston College</i>		FALKOWSKI, FRANCIS J.	Salem
BRICKLEY, EDWARD F.	Dorchester	FELTQUATE, AARON	Mattapan
<i>Boston College, A.B., A.M.</i>		FINCK, EDWARD	East Boston
BRITTON, WILLIAM F.	Cambridge	FINE, ANNA M.	East Boston
<i>Massachusetts Agricultural College</i>		FINE, EDWARD	Lowell
BROCKETT, J. CLAYTON	Newtonville	FINKELSTEIN, ABRAHAM A.	Malden
<i>Lafayette College, B.S.</i>		FINN, LOUIS	Chelsea
<i>Temple University</i>		<i>Boston University</i>	
BROSSEAU, REGINALD GEORGE	Boston	FINN, WILLIAM M.	Charlestown
<i>Bentley School of Accounting and Finance</i>		<i>Boston College, A.B.</i>	
CALLAHAN, WILLIAM J.	Quincy	<i>Boston University</i>	
<i>Bentley School of Accounting and Finance</i>		FISHMAN, WILLIAM	Revere
CALOYIANIS, MANUEL G	Boston	FITZGERALD, KATHRYN	Watertown
CAMPBELL, FRED C.	Waverley	FLAHERTY, THOMAS P.	Boston
<i>Boston University</i>		FORKNALL, O. BEATRICE	Newton
CAMUNAS, JOSEPH	Boston	<i>Framingham Normal School</i>	
CASABIAN, EDWARD	Everett	FRASER, HUGH D.	Lynn
CHNOCK, ROSE	Dorchester	GABELNICK, LEON	Dorchester
CLEMONS, M. GARDNER	Reading	GALLANT, SAMUEL G.	Malden
<i>Boston University</i>		<i>Boston University, B.B.A.</i>	
COFFMAN, ANNA B.	Quincy	GALLIN, EARLE I.	Mattapan
<i>Boston University</i>		<i>Boston University</i>	
COHEN, ISRAEL L.	Roxbury	GANS, EDWARD	Dorchester
COHEN, SAMUEL B.	Brookline	GARBER, HAROLD M.	Chelsea
COHEN, VICTOR F. J.	Roxbury	GASS, NATHAN	Lynn
<i>Harvard College</i>		GAVIN, THOMAS F.	Boston
COLLINS, CHARLES W.	Everett	<i>Boston College, A.B.</i>	
<i>Dartmouth College, B.S.</i>		GEORGE, HENRY S.	Boston
CONNORS, JOHN J.	Dorchester	GILDEA, JAMES E.	Roxbury
COPPELMAN, LEONARD	Roxbury	<i>Holy Cross, A.B.</i>	
<i>Harvard College, A.B.</i>		GINESKY, HARRY L.	Revere
COTTER, MARION A.	Charlestown	<i>Boston University</i>	
<i>Boston Teachers' College</i>		GINSBERG, WILLIAM	Dorchester
COUGHLIN, FRANCIS J.	Boston	GOLDFARB, ETTA	Brookline
COUGHLIN, GEORGE F.	Brookline	GOLDFINE, DAVID	Dorchester
COVER, FRANK	Cambridge	<i>Boston University</i>	
CRONA, VICTOR H.	Roslindale	GOLDMAN, ALEXANDER	Dorchester
		GOLDSTEIN, DAVID	Roxbury
		<i>Northeastern University</i>	

GOLDSTEIN, GEORGE A.	Boston	MITCHELL, PHILIP W.	Brockton
GOLUB, BENJAMIN J.	Dorchester	<i>Bentley School of Accounting and Finance</i>	
<i>Boston University</i>		MURPHY, ARTHUR J.	Dorchester
GOODSPEED, ANDREW B.	Brookline	MURPHY, CHARLES F.	Dorchester
GREEN, HYMAN G.	Dorchester	<i>Holy Cross College, A.B.</i>	
GREEN, SOLOMON	Everett	MURPHY, EDWARD J.	Brighton
GREENBLATT, HARRY J.	Roxbury	<i>Bentley School of Accounting and Finance</i>	
<i>Syracuse University</i>		MURPHY, SIBYL U.	Dorchester
HAGGERTY, THOMAS J.	Dorchester	<i>Teachers' College</i>	
<i>Lowell Institute</i>		NEWMAN, PHILIP H.	East Boston
HAIGHT, ISRAEL J.	Dorchester	NOBLE, CLYDE M.	Wollaston
HANSEN, GEORGE	Belmont	O'BRIEN, THOMAS F.	Melrose
<i>Northeastern University, B.C.S.</i>		<i>Boston University</i>	
HARDING, ERNEST A.	Boston	<i>Bentley School of Accounting and Finance</i>	
<i>Harvard College, A.B.</i>		O'CONNOR, ROBERT J.	Wilmington
HARRIS, WILLIAM M.	Roxbury	O'HALLORAN, EDWARD B.	Newtonville
HEDMAN, HELENE L.	Roxbury	OSWALD, PAUL J.	Roslindale
<i>Colby College</i>		PEASE, KENYON L.	Brighton
HELLYER, HENRY	Atlantic	PERLMUTER, KERMIT J.	Brookline
HICKEY, FRANCIS J.	Winthrop	POLSKY, HARRY A.	Mattapan
<i>Boston College, A.B.</i>		PRENDERGAST, ANDREW F.	Amesbury
HOAG, ROLAND B.	Dorchester	<i>National University</i>	
<i>Boston University</i>		PRESS, SAMUEL S.	Dorchester
HODSON, ROBERT	East Boston	QUINLAN, JOSEPH F.	Roslindale
<i>Massachusetts Institute of Technology, B.S.</i>		RAPPEPORT, SAMUEL	Boston
HOFFMAN, SOPHIE E.	Chelsea	<i>Northeastern University, B.C.S.</i>	
HOLM, C. G. F.	Framingham Centre	RAZIN, LOUIS	Boston
<i>Trinity College, B.S.</i>		REGAN, JAMES J.	Norwood
HOLMES, CHARLES L.	Everett	REGNANTE, THEODORE	Lynn
<i>Boston University</i>		REIBSTEIN, LEONARD J.	Roxbury
HURLEY, T. RICHARD	Dorchester	REMAR, SAMUEL R.	Chelsea
<i>Bentley School of Accounting and Finance</i>		<i>Northeastern University</i>	
JELLISON, JAMES J.	Cambridge	REYCROFT, WILLIAM S.	Charlestown
JEPSKY, ABRAHAM	Boston	<i>Harvard University, A.B.</i>	
<i>Massachusetts Institute of Technology</i>		<i>Boston College, A.M.</i>	
KADETSKY, ALLAN R.	Brighton	RINDLER, SIDNEY L.	Lowell
KARREL, OSCAR	Mattapan	RODMAN, BERNARD	Lynn
<i>Boston University</i>		<i>Boston University</i>	
KAUFMAN, HAROLD	Dorchester	ROLLS, RICHARD E.	Somerville
KAZER, HYMAN	Boston	ROOVER, JOSEPH A.	Dorchester
KELLEHER, JAMES J.	Roxbury	ROSENTHAL, ARNOLD S.	Dorchester
KENNEDY, JOSEPH S.	Medfield	ROSENTHAL, ISADORE	Dorchester
KLAINER, JOSEPH B.	Dorchester	<i>Northeastern University, B.C.S.</i>	
<i>Massachusetts Institute of Technology, B.S.</i>		RUBIN, MYER	Roxbury
KNOPP, OTTO R. H.	Watertown	RUBERG, JULIUS	Roxbury
<i>Northeastern University, B.E.E.</i>		RYAN, JOHN E.	Brighton
LANDFIELD, JACK	Dorchester	<i>Northeastern University, B.B.A.</i>	
LANE, LORETTA M.	Quincy	SAXE, HYMAN G.	Boston
<i>Boston University</i>		<i>Harvard University</i>	
LANGLOIS, HERBERT J.	West Roxbury	SCHIEFF, WILLIAM W.	Boston
LAURIE, MARK A.	Chelsea	<i>Northeastern University, B.C.S.</i>	
LEATHER, GLADYS L.	Somerville	SCHLOSBERG, ANNA	Boston
<i>Gordon College of Theology</i>		SHANAHAN, DAVID E.	Somerville
LELAND, RODNEY M.	Northboro	SHAPIRO, MENDEL	Lowell
LIBEMAN, HAROLD D.	Winthrop	SHEA, JAMES J.	Dorchester
MAGRATH, EDWARD J.	Cambridge	<i>Villanova College, A.B.</i>	
MAHONEY, FRANK J.	Chelsea	SHELTON, J. ALEXANDER	Jamaica Plain
<i>Boston College</i>		SHERMAN, MAXWELL A.	Dorchester
MALAGODI, LOUIS C.	Medford	SHERMAN, SAMUEL A.	Lynn
<i>Bentley School of Accounting and Finance</i>		SHIELDS, WILLIAM F.	Weymouth
MANNING, RAYMOND L.	Brockton	SHRIBER, JOSEPH H.	Boston
MARCUS, HARRY ANDREW	Dorchester	SILVER, VICTOR S.	Roxbury
MCCARTHY, GERTRUDE E.	Dorchester	SILVERMAN, MAURICE H.	Brighton
MCCARTHY, JOHN F.	Chelsea	<i>Harvard College A.B.</i>	
<i>Boston University</i>		SIMONS, EDWIN I.	Roxbury
MCCORMACK, MARY M.	Dorchester	SMALL, ASA M.	Needham Heights
MCINTYRE, EDWARD L.	Boston	<i>Bowdoin College, A.B.</i>	
MCMAHON, GEORGE F.	Roxbury	SMITH, HERBERT B.	East Milton
MCMAHON, PHILIP F.	Dorchester	<i>College of Physicians and Surgeons</i>	
MILLER, ARTHUR C.	Quincy	SOKOLOFF, MORRIS J.	South Boston
<i>Boston University, B.B.A.</i>		SONIS, JACK	Cambridge
MILLER, HARRY	South Boston	SPIEL, ISRAEL	Boston
MINTZ, CHARLES N.	Worcester	STRONG, JOSEPH W.	East Braintree
		<i>University of Maine</i>	
		SULLIVAN, JOSEPH M.	East Milton
		SULLIVAN, LOUISE N.	Dedham
		<i>Framingham Normal</i>	

TALCOVE, HERMAN	Roxbury	WEISS, LAWRENCE	Dorchester
TARNOR, JOSEPH L.	Dorchester	<i>Bentley School of Accounting and Finance</i>	
THOMAS, JOHN W.	Somerville	WERNER, WILFRED B.	Brighton
THOMEY, MARY A.	South Boston	WHIPPLE, DANIEL B.	Brighton
TIDMARSH, MAURICE W.	Newton	<i>Colby College</i>	
TOMASI, ANDREW A.	Boston	WHITE, THOMAS A.	Winthrop
<i>Manhattan College</i>		WHITE, THOMAS R.	Newton Centre
TOOMEY, PAUL C.	Haverhill	<i>Boston University, B.B.A.</i>	
TOTMAN, RALPH W.	Walpole, N.H.	ZARTARIAN, ZARKIS M.	North Cambridge
<i>Dartmouth College, B.S.</i>		<i>Massachusetts Institute of Technology, S.B.</i>	
TRIEGER, ISRAEL	Roxbury	ZAX, MAX	Roxbury
WALSH, JOHN J.	Jamaica Plain	ZELINSKY, BERNARD	Brockton
<i>Boston University, B.B.A.</i>		<i>Boston University</i>	
WAY, SERVISS	Boston		
WAYNER, MILTON	Roxbury		
<i>Boston University</i>			

## CLASS OF 1932

AINBENDER, MORRIS	Dorchester	FALLON, LAWRENCE W.	West Bridgewater
ALTMAN, HENRY M.	Cambridge	<i>Boston University</i>	
AMOROSA, JOSEPH J.	Lynn	FARNSWORTH, WINSTON H.	Arlington
ANDERSON, GORDON	Arlington	<i>Dartmouth College, B.S.</i>	
APOLLONIO, ROBERT D.	Cambridge	FEINGOLD, ABRAHAM	Rockland
ARSENIAN, ARMENOOHY	Everett	FELDMAN, DAVID	Dorchester
BARR, LENA	Roxbury	FELDMAN, ISAAC	Chelsea
BARR, SIDNEY	Roxbury	FENTON, JAMES J.	Cambridge
BASITSKY, DAVID A.	Roxbury	FELD, FRED T.	Hudson
BERMAN, MELVILLE S.	Quincy	FINE, JEANNETTE B.	Chelsea
BISIGNANI, RICHARD	East Boston	FISHMAN, REUBEN	Lynn
BLUMSACK, JOSEPH	Somerville	FISHMAN, RUTH	Cambridge
BOHMBACH, IRENE C.	Boston	FITZ, HOWARD I.	Melrose
<i>Boston University</i>		<i>Harvard University</i>	
BOROFSKI, MAURICE	Lynn	<i>Massachusetts Institute of Technology, S.B.</i>	
BROWN, SAMUEL E.	Roxbury	FLEMMING, JOHN G.	Cambridge
BURROWS, GEORGE F.	Watertown	<i>Harvard College, A.B.</i>	
<i>Harvard College</i>		FOSTER, ABRAHAM F.	Boston
CAHILL, JOHN J.	Exeter, N. H.	FREDERICK, PAUL R.	Dorchester
CAPOBIANCO, ALFRED	Boston	<i>Massachusetts Institute of Technology</i>	
CARPENTER, HARRY	Mattapan	FREEDMAN, MELVIN	Roxbury
CASEY, EDWARD J.	Cambridge	FREEMAN, CLAUDE V.	Lynn
<i>Harvard University, A.B.</i>		GAGE, MARION E.	Malden
CELLEY, BLANCHE E.	Milford	GALVIN, MICHAEL J.	Charlestown
CHICHETTO, FRANK A.	Dorchester	GASKINS, ARTHUR L.	Milton
CHRISTOFFERSON, CARL A.	Watertown	<i>University of New Hampshire</i>	
<i>Washington College</i>		GILBERT, BENJAMIN G.	Dorchester
CLEAVES, WILLIAM S.	Wollaston	GINSBERG, HERMAN D.	Roxbury
<i>Lowell Institute</i>		GIRRIOR, LOUIS P.	Jamaica Plain
COOPER, LOUIS	Boston	GOLD, PHILIP	Chelsea
COULOMBE, NORMAN J.	Berlin, N. H.	GOLDMAN, FLORENCE E.	Roxbury
<i>Bates College</i>		<i>Boston University</i>	
COWAN, EDWARD J.	Dedham	GOLDSTEIN, HARRY I.	Roxbury
CRONIN, WALTER L.	Roslindale	<i>Leeds University, England</i>	
<i>Massachusetts Institute of Technology, S.B.</i>		GOLDSTEIN, JULIUS	Roxbury
DATZ, ALBERT	Dorchester	GOLDSTEIN, LOUIS L.	Chelsea
DAVIDOW, ALFRED A.	New Haven, Conn.	<i>Boston University</i>	
DEPOPOLO, NICHOLAS	Cambridge	GOODNESS, JOSEPH H.	Boston
<i>Harvard University, A.B.</i>		<i>Boston University, B.B.A.</i>	
DOE, JOSEPH ROBERTS	Somerville	<i>Mass. College of Pharmacy, Ph.G.</i>	
<i>Dartmouth College, B.S.</i>		GORDON, GEORGE A.	Roxbury
DOLAN, THOMAS E.	Concord, N. H.	GOULD, CAROLINE A.	Roxbury
DRAKE, HELEN G.	Arlington	<i>Boston Normal</i>	
DRINKWATER, LOREN D.	Yarmouth, Me.	GREENE, JOHN B.	Dorchester
<i>Bowdoin College, A.B.</i>		GREENE, SIDNEY I.	Salem
DUBINSKY, MAX M.	Roxbury	GUENETTE, GERALD R.	Brighton
DUFFY, GEORGE J.	Medford Hillside	GUNDRY, LESLIE M.	
<i>Boston University</i>		<i>Iowa University, B.A.</i>	
DUNN, JOHN H.	Roslindale	<i>Boston University</i>	
EGIDIO, AMERICO J.	Cambridge	GUSTAFSON, GEORGE E.	Arlington Heights
ERLICK, GERALD J.	Portland, Me.	<i>Northeastern University, B.C.S.</i>	
<i>Boston University, B.B.A.</i>		HAMMER, JOSEPH J.	Boston
FAIRBANKS, WILLIAM W.	Caryville	<i>Northeastern University, B.B.A.</i>	
<i>Northeastern University, B.C.S.</i>		HANSEN, CATHERINE E.	Everett
FALLER, DAVID M.	Malden	HARDY, FRANK K.	Dorchester
<i>Massachusetts Institute of Technology, S.B.</i>		HILL, ARTHUR D.	Norfolk
		HILL, GEORGE S.	Cambridge

HODGES, MILDRED E. <i>Simmons College, B.S.</i>	Malden	OFFENBACH, ELSIE G.	Allston
HOURIHAN, CHARLES D.	Revere	O'LEARY, JOHN T.	Dorchester
HUBERMAN, JOEL M.	Allston	<i>Boston University, B.B.A.</i>	
ISENBERG, HYMAN	Roxbury	PARO, GEORGE P.	Melrose Highlands
JACOBS, ABRAHAM	Roxbury	PARO, L. EDWARD	Winthrop
KAHN, MELVIN R.	Brookline	<i>Temple University</i>	
KAPLAN, MAX	Dorchester	<i>Northeastern University, B.C.S.</i>	
KARP, PAUL	Dorchester	PATTERSON, ELINOR J.	Chelsea
<i>Boston University</i>		PEARL, RUSSELL P.	Cambridge
KATZ, MAX	Brookline	<i>Boston University</i>	
<i>Boston University</i>		PERETT, CONSTANTINE	Medford
KELLY, JOHN N.	Stoneham	PERLIS, SAMUEL	Dorchester
KERRIGAN, AMBROSE L.	Winchester	PERLMUTTER, HOWARD	Framingham
<i>Massachusetts Institute of Technology, S.B.</i>		PERRINO, MICHAEL A.	Cranston, R. I.
KNEELAND, EDMUND F.	Newton	PETRILLY, HELEN M.	Boston
KNEELAND, ELINOR K.	Newton	PICK, LEWIS G.	Belmont
KNOWLES, ARCHIE M.	Roxbury	PICKETT, RAYMOND	Winthrop
KUDISCH, CLARENCE P.	Brookline	<i>Boston University</i>	
<i>Boston University</i>		POTTER, BERNARD A.	Lynn
KUGELL, WILLIAM H.	Cambridge	<i>Northeastern University, B.C.E.</i>	
<i>University of Pittsburgh</i>		POWERS, PAUL L.	Allston
KURLAND, JAMES	Lynn	PRATT, C. F. NELSON	Saugus
<i>Boston University</i>		<i>Boston University</i>	
LANDAU, ETTA	Chelsea	PROCOPIO, LOUIS D.	Roslindale
LEBLANC, EDMUND J.	Boston	QUIRICO, FRANCIS J.	Pittsfield
LEE, FRANCIS H.	Jamaica Plain	RABINOVITZ, HYMAN	Dorchester
<i>Dartmouth College, B.S., M.C.S.</i>		REILLY, FRANCIS J.	Jamaica Plain
LERNER, MAURICE I.	Middletown, Conn.	<i>Boston University</i>	
LEVENSON, ARTHUR A.	Roxbury	REILLY, GEORGE E.	Woonsocket, R. I.
LEVENSON, MARTIN	Roxbury	<i>Northeastern University, B.C.S.</i>	
LEVINE, JOSEPH M.	Dorchester	REJO, ERNEST D.	East Boston
<i>Northeastern University</i>		REINBAUM, ELI L.	Winthrop
LIBBY, FRANKLIN A.	Lynn	RICHARDSON, EDWARD C.	Medford
LIEBMAN, ARTHUR	Dorchester	RILEY, MARY J.	Allston
LINEHAN, THOMAS E.	Dorchester	RITTENBERG, HENRY M.	Roxbury
LINER, DAVID	Roxbury	ROBERTS, MYRTLE B.	Boston
LISI, VICTOR N.	Boston	<i>Boston University, B.B.A.</i>	
LYONS, JOHN P.	Beverly	ROSEMAN, ISADORE M.	Roxbury
MACOMBER, GRAHAM A.	Wollaston	SAHAGEN, JOSEPH	Lynn
MALFA, ANTONIO S.	Boston	<i>University of Colorado</i>	
MALOOF, LOUIS F.	West Roxbury	<i>Boston University</i>	
MATTSON, ETHEL A.	Dorchester	<i>Harvard University, S.B.</i>	
MCCARTHY, JOHN D.	Malden	SALTERIO, JAMES A.	Allston
<i>City College, N. Y.</i>		SAVAGE, LAWRENCE G.	Roxbury
MCCORMICK, EDWARD C.	Bradford	SCHANK, ERICK O.	Roslindale
<i>Boston University, B.B.A.</i>		<i>Northeastern University, B.S.C.</i>	
MCGOURTHY, EDWARD P.	Roxbury	SCHUMAN, ISADOR	New London, Conn.
McKAY, VERDI	North Chelmsford	<i>Northeastern University</i>	
MCLAREN, HENRY P.	Westwood	SCHWARTZ, LEWIS B.	Newton
MEADE, CARLTON J.	Arlington	<i>Boston University</i>	
<i>Bentley School of Accounting and Finance</i>		SCHWARTZ, REUBEN	Roxbury
MEAKER, RALPH S.	Bairre, Vt.	SCIPIONE, ARTHUR S.	Newtonville
<i>University of Illinois</i>		SCOTT, J. ALDEN	Braintree
MELNICK, ARTHUR	Roxbury	SCOTTON, JOHN B.	South Boston
MICHELSON, NORMAN	Dorchester	SEARS, CLARK S.	Danvers
MILSTEIN, JOSEPH	Mattapan	<i>Bowdoin College, B.A.</i>	
MINKUS, STEPHEN J.	South Boston	<i>Harvard University</i>	
<i>Boston University</i>		SELYA, SAUL I.	Brookline
MORELAND, DONALD W.	Cambridge	SHAPIRO, FRANK	Dorchester
<i>Harvard College, A.B.</i>		SHAPIRO, SYDNEY H.	Dorchester
MOSHER, KARL T.	Cambridge	SHEFFER, AARON L.	Roxbury
<i>Mt. Allison University, A.B.</i>		SHEPPARD, RICHARD C.	Everett
MOZES, MORRIS D.	Malden	SHIFF, VICTOR A.	Dorchester
<i>Boston University, B.B.A.</i>		<i>Northeastern University, B.B.A.</i>	
MURPHY, FRANCIS I.	Fall River	SHOVELIER, BASIL F.	Watertown
<i>Boston College, A.B.</i>		SIDELL, HARRY	Cambridge
MURPHY, TIMOTHY J.	Dorchester	SIGILMAN, IRVING G.	Dorchester
MYERSON, MORRIS	Dorchester	SILVA, ULYSSES J.	Dorchester
NATERMAN, PHILIP	Roxbury	<i>Bentley School of Accounting and Finance</i>	
NEE, JOSEPH F.	Wilmington	SILVERMAN, EDWARD	Mattapan
<i>Tufts College, B.S.</i>		SIMON, HELEN	Lawrence
NEEDLE, HYMAN	Roxbury	SIMON, HYMAN G.	Dorchester
NELSON, CONRAD A.	Cambridge	SKOBINSKY, ABRAHAM	Dorchester
NEWMAN, SAMUEL	East Boston	SLATTERY, JOHN L.	Dorchester
NISSENBAUM, DAVID B.	Somerville	SPELLMAN, DAVID	Dorchester
NORTON, PAUL L.	Brighton	SPILLANE, TIMOTHY J.	Brockton
<i>Northeastern University</i>		SPRING, THOMAS J.	Dorchester
		ST. CLAIR, ASHLEY	West Somerville
		<i>Dartmouth, A.B.</i>	



STEINFELD, HENRY	Brookline	UCRAN, IRVING L.	Dorchester
STOLLER, MAURICE A.	New Haven, Conn.	<i>Tufts College</i>	
SULLIVAN, BERNARD	Ipswich	VILLONE, WILLIAM L.	Boston
<i>Boston College</i>		WEBB, DANIEL I.	Everett
<i>Boston University</i>		WESTAWAY, HAROLD J.	Medford
SULLIVAN, ROGER R.	Medford	WHEELER, THOMAS, JR.	Lynn
<i>Boston College</i>		WHITE, RAYMOND L.	Lexington
SUPPLE, EDWARD WATSON	Dorchester	<i>Northwestern University, B.C.S.</i>	
<i>Harvard College, A.B.</i>		WHITEHILL, LENNA R.	Arlington
SURABIAN, SIMON	West Boylston	WRIGHT, HENRY E.	Attleboro
<i>Clark University, B.A.</i>		ZETLAN, LOUIS R.	Lynn
SWEENEY, WILLIAM D.	Charlestown	<i>Boston University</i>	
TAYLOR, BEATRICE G.	West Medford	ZINTZ, DAVID	Winthrop
		ZISKEND, LEONARD	Brookline

## CLASS OF 1933

ABRAMS, SAUL	Boston	CROLL, RUTH	Chelsea
ALCAIDE, OTTO A.	Allston	<i>Boston University</i>	
<i>Yale University, Ph.B.</i>		CROWELL, WILLIAM E.	Dennis
<i>Harvard University</i>		CULBERT, ROBERT J.	Winthrop
AMBLER, HORACE B.	Natick	CURRAN, THOMAS C.	Hyde Park
<i>University of New Hampshire, B.S.</i>		CUTLER, LESTER M.	Roxbury
<i>Massachusetts Institute of Technology</i>		DAVIDSON, CHARLES W.	Arlington
ANTEEN, ALVIN	Malden	DELANEY, KERNEY A.	Boston
ARONSON, CHARLES	Westboro	DEL SESTO, CRESCENZIO	Providence, R. I.
BANDER, MYRICK E.	Dorchester	<i>Boston University</i>	
BARKAN, JOSEPH R.	Roxbury	DENNIS, ORVILLE F.	Belmont
BARRY, WILLIAM F.	Peabody	DIXON, CHARLES E.	Concord, N. H.
BARSH, PHILIP	Roxbury	DOCTOROFF, ISADORE	Cambridge
<i>Boston University</i>		DUFFNEY, HENRY E.	Northampton
BAYARD, LEON	Dorchester	DUNCAN, VINCENT S.	Quincy
<i>Harvard University, A.B.</i>		DUPONT, JOSEPH L.	Lynn
BEARON, HARRY G.	Dorchester	ECONOMOS, LEONIDAS	Biddeford, Me.
BECKER, NASAN	Mattapan	EDGERLY, MORRELL S.	Princeton, Me.
BELARDE, DELFIN R.	Swampscott	EPSTEIN, SYDNEY S.	Roxbury
BENTON, RICHARD E.	Waltham	<i>Boston University, B.B.A.</i>	
BERENSON, BENJAMIN	Dorchester	FELDMAN, ROSE	Hopedale
BISHOP, WILBERT A., JR.	Lynn	FENDERSON, HERBERT	Roxbury
<i>Harvard University</i>		FENTON, ARCHIBALD C.	West Roxbury
BLENDER, ROSE	Dorchester	<i>Boston University</i>	
BLINDERMAN, EUGENE B.	Dorchester	FISCH, WILLIAM	Dorchester
BLUHM, PHILIP	East Boston	FISHGAL, BENJAMIN	Mattapan
BLUMBERG, ERNEST	Campello	FISHMAN, JULIUS	Roxbury
BOBBICK, EVA	Cambridge	FISHTINE, LOUIS	Dorchester
BRICKER, GEORGE W., JR.	West Newton	FITZ, IRMA M. C.	Somerville
<i>Massachusetts Institute of Technology, S.B.</i>		FITZGERALD, PAUL H.	Boston
<i>Harvard University, M.B.A.</i>		FLYNN, THOMAS F. A.	Jamaica Plain
BROWN, LAWRENCE L.	Dedham	<i>Brown University</i>	
<i>Boston College, A.B., A.M.</i>		FORD, EDWARD H.	Dorchester
<i>Georgetown University</i>		FREEDMAN, JULIUS	Mattapan
CALLERY, BARTHOLOMEW J., JR.	Lowell	FREELING, ANNE E.	Lawrence
CANGIANO, LEON M.	Hingham	GEORGE, PETER	Holbrook
<i>Boston University, B.B.A.</i>		GEROGOSIAN, JOHN	Chelsea
CAROLAN, ALFRED J.	Roxbury	GILDAY, WALTER H.	Brockton
CARPENTER, MORRIS	Mattapan	<i>Harvard University, A.B.</i>	
CASSO, SAMUEL B.	Roxbury	GILMAN, ABRAHAM	Allston
CHAMBERLAND, EDWARD C.	Somerville	<i>Boston University</i>	
CHANDLER, CARLTON N.	Reading	GODING, JAMES B.	Jamaica Plain
<i>Northwestern University, B.C.S.</i>		<i>West Virginia University</i>	
CHAPLIN, WILLIAM F.	Cambridge	GOLDBERG, MICHAEL	Dorchester
<i>Northwestern University, B.C.S.</i>		GOLDBIN, FANNIE L.	Chelsea
COAKLEY, DANIEL J.	Dorchester	GOLDMAN, ABRAHAM S.	Dorchester
COHEN, SAMUEL	Somerville	GOLDMAN, HELEN E.	Malden
<i>Northwestern University</i>		GOLDSMITH, IRVING I.	Dorchester
COHEN, WILLIAM	Roxbury	GOLDSTEIN, IDA B.	Natick
CONDELL, WILLIAM J.	Melrose	GOLDSTEIN, MAX	Mattapan
<i>Northwestern University</i>		<i>Tufts College</i>	
CONDON, JOHN V.	Dorchester	GOLUB, ARTHUR	Dorchester
<i>Northwestern University</i>		GOODWIN, HERBERT P.	Boston
CONNELLY, JOHN W.	Dorchester	GORDON, SUMNER	Boston
<i>Northwestern University, B.C.S.</i>		GOREN, GERTRUDE	Dorchester
CONNOLLY, TIMOTHY A.	Boston	GOUDEY, GEORGE L.	Brockton
COTTER, WILLIAM H.	Needham	GREENHOOD, ALFRED M.	Brookline
CREED, WINIFRED G.	South Boston	<i>Harvard College, A.B.</i>	

GUNDRY, GENEVIEVE L. <i>Wellesley College, B.A.</i>	Brighton	MOSCONI, FRED J.	Arlington
HADLEY, SAMUEL P.	Melrose	MURPHY, JOHN M.	Quincy
HARMON, SAMUEL	Dorchester	NALIBOW, JOSEPH	Dorchester
HART, EDMUND B.	Hyde Park	NEEDLE, ROBERT	Roxbury
HAVEY, MARY C.	Dorchester	NEUMAN, LOUIS	Roxbury
HEARNE, ALONZO G. <i>Dartmouth College, A.B.</i>	Medford	OBER, RALPH W.	Dorchester
HELMER, WILLIAM F. <i>Boston University</i>	East Dedham	O'CONNOR, EDWARD J.	Arlington
HICKS, CURTIS L.	Winthrop	O'CONNOR, THOMAS P.	Boston
HODDER, CLARK <i>Harvard College, A.B.</i>	Framingham	O'DONNELL, BERNARD J.	Northampton
HOFFMAN, SAMUEL R.	Norwood	O'NEIL, JOHN T.	Dorchester
HOLMSTRAND, NILS M.	Newton Centre	OSTROV, LOUIS L.	Boston
HOMER, FRANK F. <i>Massachusetts Agricultural College, B.S.</i>	Wellesley Hills	OSTROVSKY, SAMUEL	Everett
HUDSON, PHILLIP W., JR. <i>Acadia University</i>	Cambridge	PACKER, JOHN	Dorchester
HUNT, MURIEL M. <i>Forsyth Training School, D.H.</i>	Brookline	PALLOTTA, LIBERO G.	Lynn
ISAACS, FREDERICK D.	Everett	PAPPAS, HELEN L.	Lynn
JAGUEL, MOREY B.	Mattapan	PARIGIAN, GEORGE	Lowell
JOHNSON, ANNA E. <i>Wheaton College, A.B.</i>	Cambridge	PARKER, RAYMOND D.	Watertown
JORDAN, ESTHER	Boston	PASS, JOSEPH J.	Dorchester
KAITZ, ABRAHAM A.	Dorchester	PERLMUTTER, LAWRENCE J.	Norwood
KALLEJIAN, ROBERT M.	Cambridge	PLACENTINO, MICHAEL R. <i>Boston University</i>	Boston
KARLIN, DANIEL	Boston	POMPEO, ANTHONY D.	Medford
KARRAS, JOSEPH D.	Brighton	POPE, CARL B.	Lynn
KAUFMAN, BELLE L.	Dorchester	QUAD, BLANCHE M.	Boston
KELLEHER, DAVID J.	Somerville	RATZKOFF, ABRAHAM I. <i>Boston University</i>	Roxbury
KELLEY, ROBERT H.	Woburn	REA, ANTHONY W.	Malden
KERN, SAMUEL S.	Newton Centre	RICHARDS, STANLEY L.	Lynn
KHOORY, SHUKRY E.	Boston	RIMMER, DAVID L.	Everett
KINGSTON, ALLAN R.	Medford	RINKOFFSKY, SAMUEL	Dorchester
KIRBY, WALTER K.	Chelsea	ROBERTS, ARTHUR J., 2ND	Lawrence
KLEIN, BENJAMIN G.	Pittsfield	ROBERTSON, NORMAN H. <i>Boston University</i>	Stoneham
KOFMAN, ETHEL	Dorchester	ROSENBAUM, HARRY <i>Boston University</i>	Dorchester
KOLB, CHARLES R.	Arlington	ROSENBERG, MAX	Cambridge
KOPELMAN, BEATRICE	Roxbury	RUSSELL, FRANCIS N.	Brighton
KRAINSON, ALBERT	Turners Falls	RUSCO, ANGELO M.	Jamaica Plain
LABOVITZ, LOUIS	Roxbury	SABLUSKI, FRANK C.	Nashua, N. H.
LAMOND, ROBERT H.	Wollaston	SALON, SAMUEL L.	Mattapan
LANDAU, ZELDA	Chelsea	SANTRY, DANIEL S., JR.	South Boston
LARCOM, GORDON D. <i>Bowdoin College, B.S.</i>	Dedham	SCHLOSSBERG, SYDNEY	Roxbury
LARKIN, LEO J.	Dorchester	SCHLESINGER, LEONARD	Roxbury
LEEPER, GEORGE E. <i>Eureka College, A.B.</i>	Quincy	SHAMAS, ALFRED	Lowell
LENER, ALFRED	Roxbury	SHAPIRO, JOSEPH	Brookline
LESHIN, GOLDIE G.	Dorchester	SHAPIRO, NATHANIEL <i>Boston University</i>	Roxbury
LEVINE, IRVING	New Britain, Conn.	SHEINKOPF, SIDNEY	Roxbury
LEVINE, MELVIN J.	Brighton	SHERMAN, ABRAHAM	Mattapan
LEVOVSKY, DAVID	Everett	SHINBERG, BARNEY <i>Tufts College</i>	Lawrence
LEVY, BERTHA	Dorchester	SIDEMAN, MAX P.	Lowell
LEWIS, ARTHUR E. <i>Boston University, B.B.A.</i>	Somerville	SKOLNICK, DAVID B.	Dorchester
LITINSKY, HYMAN	Boston	SMITH, LESLIE G. <i>Springfield College</i>	Auburn, N. Y.
LITTLETON, S. FRANCIS <i>Boston College, A.B.</i>	Winthrop	SNIDER, COLEMAN	Roxbury
MACASKILL, HUGH D.	Dorchester	SOLOMON, MORRIS M.	Framingham
MAHONEY, JOSEPH C.	Arlington	STEIN, BENJAMIN A.	Dorchester
MANDELL, DAVID	Revere	STEINER, WALTER W.	Roxbury
MANN, GERTRUDE C.	Roxbury	STOLLER, MAX A.	New Haven, Conn.
MARCHESE, VINCENT	Newton	STOWELL, EDSON B. <i>Tufts College, B.S.</i>	Medford
MARTIN, NICHOLAS	Brookline	STRACHMAN, HYMAN J.	Framingham
MARGOLIN, ISADOR M.	Dorchester	STRAUSS, ABRAHAM <i>Brown University</i>	Peabody
MATSON, EVA E.	Fitchburg	SULLIVAN, DANIEL J.	Dorchester
MCCARTHY, MARIE L.	Dorchester	SULLIVAN, JULIA T. <i>Boston University</i>	Roxbury
MCGRAHAN, HARVEY S.	Malden	SWAIN, JAMES G.	Newtonville
MCGUINNESS, JOHN F. <i>Boston University</i>	Dorchester	SWANFELDT, JOHN T.	Somerville
MCWEENY, PHILIP P. <i>Boston University</i>	Boston	SWARTZ, EDWARD I.	Dorchester
MCWILLIAMS, JOSEPH B. T.	Dorchester	TEICH, JULIUS R.	Chelsea
MILLER, MYER S.	Boston	THURSTON, GERALD D.	Hyde Park
MINES, LESTER H.	Fall River	TRAVERSE, MAURICE A.	Roxbury
MOONEY, WILLIAM E.	Roxbury	TRIANT, WILLIAM	East Boston
MORRIS, EDNA M.	Jamaica Plain	TRUESDALE, DAVID R.	Stoneham
		TURETSKY, DAVID S.	Dorchester
		VYE, FRANCIS F.	Medford
		WAITE, ALBERT H.	Wollaston
		WAITE, MARY E. L.	Ipswich

WARREN, CHARLES A.	Stow	WOODWARD, KENNETH A.	Dresden, Me.
WEINSTEIN, SAMUEL M.	New London, Conn.	WOOLFSON, WILLIAM L.	Malden
WEST, CHARLES T.	East Braintree	YERID, MICHAEL J.	Lebanon, N. H.
<i>Boston University</i>		<i>Tufts College</i>	
WEXLER, SONIA S.	Roxbury	<i>Boston University</i>	
WIRIN, HARRY	Dorchester	ZANGWILL, DAVID J.	Roxbury
WOODLAND, GERALD L.	Revere	<i>Boston University</i>	

## CLASS OF 1934

ADORNO, ANTHONY R.	Waltham	CRYSTAL, DAVID	Medford
<i>Bentley School of Accounting and Finance</i>		CURTIN, JAMES A.	Chestnut Hill
ALBERT, IRVING I.	Malden	DAVIDSON, HAROLD	Dorchester
ALLEN, ASA N.	North Grafton	DAVIS, ABRAHAM	Roxbury
<i>Harvard University</i>		DEE, MICHAEL J.	Cambridge
ALLEN, MERRILL L.	Pawtucket, R. I.	<i>Boston College</i>	
AYSCOUGH, BERTHA F.	Wakefield	DE STEFANO, SALVATORE	Revere
BAGLEY, WILLIAM H.	Brownsville Jet., Me.	DEXTER, GILBERT M.	Cambridge
BAKER, HYMAN	Revere	DIBURRO, JOSEPH P.	Haverhill
BEATTIE, FREDERICK S.	Dorchester	DI MARZIO, WILLIAM	North Plymouth
BENTLEY, HAYDEN M.	West Medford	<i>Harvard University</i>	
BERGMAN, HAROLD	Burlington, Vt.	DONDERO, ARTHUR A.	Melrose
<i>Middlebury College</i>		DOWNING, ROGER H.	Melrose
BERRY, JOHN W.	Dorchester	<i>University of New Hampshire, B.S.</i>	
BLACK, BARNEY	Chelsea	DOYLE, DANIEL A. J.	Brookline
BLACK, NATHAN	Malden	DUFFY, WALTER J.	Randolph
BLUESTEIN, HYMAN	Lynn	DUNKLE, HORACE E., JR.	Jamaica Plain
BONASERA, JOSEPH	Cambridge	<i>Boston University, B.B.A.</i>	
BORNSTEIN, ESTHER E.	Haverhill	DUNLOP, ALAN F.	Auburndale
<i>Boston University</i>		EDMONDS, EVERETT L.	Waltham
BORNSTEIN, LOUIS	Brookline	ELLSWORTH, EDWIN J.	Medford
<i>Boston University</i>		FAGGELLA, VINCENT J.	Lynn
BOSS, A. VINCENT	Waltham	FARACI, SALVATORE	Haverhill
BRICKEL, JOHN	Mattapan	FARBER, ISIDORE	Lawrence
BROOKES, JASON H., JR.	Cambridge	FARRELL, ARTHUR C.	Chelsea
<i>Dartmouth College, A.B.</i>		<i>Boston University</i>	
<i>Ohio State University</i>		FELDMAN, FRED	Mattapan
BROUILLETTE, JOSEPH A.	West Newton	FENN, BERNARD	South Boston
<i>Georgetown University</i>		FERRARA, FRANCIS J.	Attleboro
BROWN, OTIS S.	Cambridge	FLYNN, GEORGE F.	Dorchester
BROWN, SIDNEY G.	Chelsea	FOLEY, JOSEPH	Boston
BUDDINGTON, JOHN E.	Watertown	FWLER, DOROTHY M.	Brighton
<i>Bates College, A.B.</i>		FRANCIS, LEE E.	Watertown
BURACK, KARL	Brookline	FRANK, HARRY P.	Dorchester
BURKE, JOHN W.	South Boston	FRANKS, EARLE	Lawrence
BURROWES, JOHN W.	Boston	FRIEY, WILLIAM H.	South Boston
<i>Harvard College, A.B.</i>		GADIS, JOHN	South Boston
BYRON, WALTER J.	Waltham	GALLAGHER, LEO B.	Dorchester
<i>Boston University</i>		GILL, BERTRAM E.	Roxbury
BIRMINGHAM, LEO M.	Brighton	<i>Bentley School of Accounting and Finance</i>	
<i>Boston College, A.B.</i>		<i>Boston University</i>	
CADIGAN, KENNETH H.	Wakefield	GOLDBERG, SAMUEL	Mattapan
CAMMARATA, ANTONIO	Somerville	GOLDRING, JOSEPH	Mattapan
CARLSON, ALPHON N.	North Easton	GOSHGARIAN, GEORGE G.	Lynn
CARROLL, DANIEL E.	Chelsea	GOVE, JESSE H.	Allston
CARUSO, SEBY J.	West Newton	GRANEY, DANIEL V.	Lawrence
<i>Boston University, B.B.A.</i>		GREEN, CLARA	Dorchester
CASSON, LOUIS H.	Dorchester	GREEN, EDWARD M.	Roxbury
CLARK, FRANK J.	Lynn	<i>Northeastern University</i>	
CHARRON, JOHN A.	Turners Falls	GRIECO, ANGELO	East Boston
<i>Boston University</i>		GRIMALDI, CARMINE L.	Dorchester
CLINE, LEO	Mattapan	<i>Royal Institute of Commerce, Salerno, Italy</i>	
CLOAN, KATHRYN M.	Lynn	GURVITZ, SAUL	Dorchester
<i>Salem Normal</i>		HAMILTON, PAUL W.	West Roxbury
COCHRANE, JOHN P.	Boston	HARPER, RALPH C.	Medford
COHEN, WILLIAM	Dorchester	<i>Bentley School of Accounting and Finance</i>	
<i>Bentley School of Accounting and Finance</i>		HENRY, THOMAS L.	Salem
COLARULLO, VIOLA	Newtonville	HOBBS, EDWIN	Melrose
COLLYER, FREDERICK F.	East Boston	<i>Tufts College, B.S.</i>	
CONANT, NEIL R.	Newton	<i>Massachusetts Institute of Technology, M.S.</i>	
<i>Bates College, B.S.</i>		<i>University of Rennes, France</i>	
CONTE, JOHN, JR.	Providence, R. I.		
CORES, LOUIS	Boston		
CREEDMAN, MARY	Cambridge		

HOOD, RICHARD F. <i>Dartmouth College, A.B.</i>	Waltham	MONROE, ERNEST P. <i>Boston University</i>	Dorchester
HOVNANIAN, OHANNES	Lawrence	MOONEY, MARIA A. <i>University of Maine</i>	Orono, Me.
HOWARD, THEODORE R. <i>Dartmouth College, A.B.</i>	Walpole	MORDIS, ROBERT R.	Natick
HURLEY, ANNE J.	Boston	MORETSKY, SAMUEL A.	Chelsea
HURLEY, THOMAS F. <i>Conn. College of Pharmacy, Ph.G.</i>	Boston	MORIN, MAURICE A.	Brunswick, Me.
HURWITCH, RUTH E.	Dorchester	MORTON, LOUIS	Dorchester
HUTCHINSON, EDWARD A.	Dorchester	MORTON, WILLIAM D., JR. <i>Harvard College, A.B.</i>	South Boston
JACOBS, SAMUEL	Brookline	MOULTON, WILLIS A.	Berwick, Me.
JACOBS, SOL R. <i>Bentley School of Accounting and Finance</i>	Dorchester	NASH, HELEN E. <i>Boston University, B.B.A.</i>	Westboro
JENSEN, JULIANNA F.	Nashua, N. H.	NELSON, RUBIN R.	Roxbury
JOHNSON, EVELYN E. <i>Boston University</i>	Boston	NEWMAN, LILLIAN H.	Revere
KASSOY, THOMAS	Revere	NOYOSON, JACK	Roxbury
KATSEFF, GEORGE <i>Bentley School of Accounting and Finance</i>	Boston	O'CONNELL, HUGH J.	Somerville
KATZ, JACOB	East Boston	OEL, ARTHUR <i>Lowell Textile School</i>	Lowell
KATZ, THEODORE	Roxbury	OHNEBUS, CLIFFORD A. <i>University of Maine</i>	Waltham
KEANE, WILLIAM M.	Lynn	O'REGAN, MORGAN J.	Quincy
KELLEHER, JOHN F. <i>Boston College</i>	Cambridge	ORENBERG, PHILIP E.	Dorchester
<i>Notre Dame University, M.A.</i>		OTTO, CHARLES H.	Newton
KEMLER, IRVING	Revere	OVANS, DAVID R. <i>Harvard University, A.B.</i>	Allston
KENNEY, EDWARD B.	Cambridge	PARKS, DANA, JR.	Newton
KERR, WILLIAM J.	St. James, N. Y.	PERLMAN, HERMAN B.	Pittsfield
KEY, THOMAS E.	Winthrop	PETKUS, MARTIN R.	Lewiston, Me.
KILLGOAR, GEORGE F. <i>Boston University</i>	Dorchester	PIERCE, MELVIN G. <i>Northeastern University, B.B.A.</i>	Arlington
KIMBALL, MARION E.	Wells, Me.	<i>Northeastern University, B.E.E.</i>	Milton
KIMBALL, MAURICE <i>Boston University, B.B.A.</i>	Salem	POND, WARREN L. <i>Boston University</i>	Arlington
KLINE, MORRIS A. <i>Northeastern University</i>	Dorchester	POWER, VINCENT L.	Boston
KOSS, HARRY L. <i>Tufts College, B.S.</i>	Revere	QUAIL, ROGER F. <i>Harvard University, S.B.</i>	East Milton
KRAFSUR, SAMUEL S.	Boston	QUIRK, WILLIAM M.	Tisbury
LAPON, LEO	Roxbury	RABBITT, THOMAS J.	Cambridge
LAWRENCE, STEPHEN T.	Lynn	RANTOUL, ROBERT <i>Harvard University, A.B.</i>	Mattapan
LEACH, CHARLES F.	Waban	REDER, MIRIAM B.	Brookline
LEACH, THOMAS J., JR. <i>Northeastern University</i>	Waban	REILLY, JOSEPH M. <i>Holy Cross College, A.B.</i>	Chelsea
<i>Boston University</i>		RIBOCK, NATHAN H. <i>Boston University</i>	Boston
LEAKE, CLIFTON S.	Wollaston	RICHARDS, BURR	Cambridge
LEDERMAN, ROBIN	Brookton	RICHMOND, VERA L.	Chelsea
LEFKOVITH, MAX	Roxbury	RICKLESS, FLORENCE A.	North Abington
LENZI, ALFIO H.	Roslindale	ROBERTSON, DONALD O. <i>Boston University</i>	Dorchester
LEOPOLD, MORRIS L. <i>New Hampshire University, B.S.</i>	Port Chester, N. Y.	ROBINSON, ALBERT I.	Lynn
<i>New York University</i>		ROGOSA, GEORGE A.	Boston
LEVINE, LOUIS	Dorchester	RONAN, JOHN A. <i>Bentley School of Accounting and Finance</i>	Roxbury
LEVY, SAMUEL <i>Boston University</i>	Cambridge	ROSENBERG, HILDA C.	Saxonville
LIBMAN, HARRY <i>Northeastern University</i>	Dorchester	ROSENBLATT, IRVING <i>Northeastern University, B.C.E.</i>	Roxbury
LIPSON, SAMUEL C.	Quincy	ROSENZWEIG, SELMA G.	Dorchester
LUNDQUIST, ROBERT E.	Roslindale	ROSS, RAYMOND M.	Hudson, N. H.
LUSSIER, JOSEPH H. <i>Assumption College</i>	Everett	ROWELL, BYRON A. <i>Boston University</i>	Brookline
MADDEN, PAULINE E. <i>Teachers College</i>	Boston	RUDNICK, FLORENCE B. <i>Barnard College</i>	Mattapan
MAFFEI, VINCENT	East Boston	RUDOFKY, SAUL S.	Dorchester
MARLOWE, ANTHONY B.	Providence, R. I.	RUTHFIELD, MAX	Roxbury
MARCUS, HARRY ALBERT	Dorchester	RYAN, JOHN J.	Dorchester
MANNARINO, JOHN R.	Medford	RYTER, WILLIAM J.	Revere
MAZER, MAX S.	Cambridge	SALINSKY, SAM	Revere
MAZOR, PHILIP	Roxbury	SALTMAN, ABRAHAM J. <i>Harvard University, A.B.</i>	Roxbury
MCCARTHY, JOHN F.	Dorchester	SALVIN, SAMUEL B.	Tufts College
MCDONALD, EDWARD J.	Pittsfield	SAMPLE, DIRRELL D. <i>Tufts College, B.S.</i>	Roxbury
MCGRATH, EILEEN C.	Dorchester	SAWYER, DAVID	Jamaica Plain
MCKENNEY, MELVIN A.	West Roxbury	SCHWOLLMAN, EMMA J.	Mattapan
MCCLAUGHLIN, VINCENT A.	Roxbury	SCOTCH, HARRY H.	Manchester
MEYER, VERNON H. <i>Tufts College, B.S.</i>	Beverly	SCOTT, PETER <i>Bowdoin College, A.B.</i>	
MILHENDER, EDWARD L.	Roxbury		



SEGAL, PAUL	Dorchester	TISHLER, CARL J.	Brookline
SEGALL, HOWARD A.	Brookline	<i>Boston University</i>	
SHAPIRO, IRVING	Mattapan	TOBMAN, MORRIS L.	Roxbury
SHAPIRO, LOUIS	Cambridge	TRACY, BERNARD T.	Roxbury
SHAUGHNESSY, LAWRENCE C.	Belmont	TRAVERSE, PAUL V.	Somerville
<i>Bentley School of Accounting and Finance</i>		TROIANO, DOMINIC J.	Bristol, R. I.
SHEFF, SIDNEY J.	Roxbury	TRUSCO, BERTHA T.	Boston
SHLAGER, ISABELLE	Roxbury	VICTORIA, JOHN A.	Bristol, R. I.
SHORT, PHILIP	Roxbury	WALL, KATHRYN H.	Belmont
SHWARTZER, BENJAMIN	Roxbury	WALLACE, FRANK J.	Dorchester
SIEGEL, NATHAN	Medford	WALSH, WILLIAM D.	Dorchester
SIKORSKI, WALTER	Chelsea	<i>Northeastern University</i>	
SILK, LEO	Jamaica Plain	WARD, WILLIAM H., JR.	Watertown
SILVERMAN, ALBERT	Brookline	<i>Harvard University</i>	
<i>New York University</i>		<i>Boston University</i>	
SILVERMAN, NORMAN A.	Revere	WARREN, CHARLES L.	North Weymouth
SLIVA, EMIL	Wakefield	<i>University of New Hampshire</i>	
SNEIRSON, LESTER S.	Roxbury	WARSHAW, LEO	Dorchester
SNEIRSON, PAUL	Roxbury	WEBER, MELVIN L.	Winthrop
SNYDER, CARL	Mattapan	WEINER, SYDNEY K.	Roxbury
SOBELMAN, NATHAN	Dorchester	WEISS, HENRY M.	Brookline
STABILE, PATRICK R.	Quincy	WESTER, CHARLES J.	Cambridge
STEIN, JACOB	Chelsea	WHETTON, JOHN J.	Needham Heights
<i>Boston University</i>		WHITON, KENNETH E.	East Weymouth
STERN, MORRIS	Roxbury	<i>Harvard University</i>	
STEWART, LEA L., JR.	Jamaica Plain	WHITTEN, FRANCES E.	Cambridge
STONE, LESTER L., JR.	Newton	WILSON, WILLIAM H.	Dorchester
<i>Amherst College, A.B.</i>		<i>Bentley School of Accounting and Finance</i>	
SUGAR, SIDNEY M.	Roxbury	WINTZWIG, HENRY D.	Revere
SULLIVAN, ALLAN F.	Dorchester	<i>Boston University, B.B.A.</i>	
TAKVORIAN, DIRAN	Watertown	WISHNOW, SAMUEL	Dorchester
<i>Massachusetts College of Pharmacy, Ph.G.</i>		WOLFSON, BENJAMIN	Dorchester
TARLOW, BARNET	Salem	WORSTER, HAROLD O.	Berwick, Me.
<i>Boston University</i>		<i>Bangor Theological Seminary</i>	
TASKER, PHILIP	Roxbury	YAGJIAN, GEORGE R.	Roxbury
THISSELL, DANIEL L.	Lawrence	YOFFE, SIDNEY R.	Dorchester
THOMSON, RODERICK E.	Dedham	ZAKON, DEXTER	Roxbury
		<i>Tufts College, B.S.</i>	

## IRREGULARS

ANTHONY, JULIAN D.	Brockton	KOSTICK, SAMUEL	Roxbury
<i>Wesleyan University, B.S.</i>		<i>Massachusetts Institute of Technology</i>	
ARMSTRONG, DANIEL F.	Saco, Me.	<i>Northeastern University, LL.B.</i>	
<i>Boston University</i>			
CROBAUGH, CLYDE J.	Belmont	MCDADE, ANNA L.	Waban
<i>Leland Stanford University, A.B., A.M.</i>		PARIS, GORDON D.	Dorchester
<i>Chicago University</i>		REES, FRANK A.	Newton
HANSON, HELEN L.	Orange	ROOT, HAROLD M.	Newton
<i>Cornell University</i>		<i>Bentley School of Accounting and Finance</i>	
<i>Kingfisher College</i>			
HAZARD, COLTON D.	Jamaica Plain	SISSON, ABNER R.	Allston
<i>Harvard University, A.B., M.B.A.</i>		WAGAR, LORENE H.	Cambridge
HODGDON, WALDO C.	Westwood	<i>University of Michigan, A.B.</i>	
<i>Harvard University, A.B.</i>		WAGAR, WAYNE B.	Cambridge
JACKSON, JULIAN E.	Waverley	<i>University of Michigan, A.B.</i>	
<i>Coe College, A.B.</i>		<i>Harvard University, M.B.A.</i>	
<i>University of Wisconsin</i>			
<i>Harvard University, M.B.A.</i>			

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## CLASS OF 1931

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BROOKS, SELDEN G.	Springfield	LOVETT, WALTER J.	Chicopee
<i>Boston University, B.B.A.</i>		MCDONNELL, EDWARD F.	Chicopee
BURATI, AUGUST J.	Springfield	<i>Holy Cross College, A.B.</i>	
DUMAS, ALFRED E., JR.	Springfield	MURPHY, ALICE M.	Springfield
GENTILE, VINCENT J.	Springfield	REAVEY, AGNES C.	Springfield
<i>Northeastern University</i>		SMITH, WAYNE C.	West Springfield
HUNTOON, LAURENCE A.	Springfield		



## CLASS OF 1932

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BERK, HERMAN J.	Springfield	MOSS, ALICE C.	Chicopee
COHEN, IRVING	Springfield	MURRAY, TROY T.	Springfield
CONNOR, WILLIAM K.	Springfield	OHLSON, WINFIELD G.	Springfield
DICKINSON, ARTHUR J.	Springfield	<i>Brown University, Ph.B.</i>	
FARRELL, J. VINCENT	Springfield	O'MALLEY, JOHN M. P.	Springfield
<i>University of Pittsburgh</i>		ORELL, WALTER R.	Springfield
FLYNN, HUGH G.	Westfield	POIRE, CLAIRE Y.	Chicopee
FRIEDMAN, EDWIN S.	Springfield	RAINAULT, JEANETTE L.	Holyoke
FRIEDMAN, HENRY	Springfield	ROGERS, ARTHUR M.	Springfield
GREENSPAN, SAMUEL	Holyoke	SHEA, PHILIP J.	Indian Orchard
<i>University of Pennsylvania, B.S.</i>		SIMONS, SAUL	Springfield
HOPKINS, JOHN E.	Palmer	SQUIER, LEONARD K.	Springfield
HUNTER, CHARLOTTE L.	Springfield	STAHL, NORMAN S.	Springfield
KEACH, RAY R.	Springfield	<i>Northeastern University</i>	
LYNCH, EDGAR R.	Holyoke	VOGT, ARLENE E.	Springfield

## CLASS OF 1933

ALLEN, ABRAHAM A.	Springfield	KENNEY, JAMES E.	Holyoke
<i>University of Pennsylvania, B.S.</i>		<i>Catholic University of America, A.B.</i>	
BAUCH, CARL L.	Springfield	LANDRY, NORMAN D.	Thompsonville, Conn.
BELSKY, GOLDIE	Holyoke	LERNER, HERBERT	Chicopee
BOZENHARD, ROBERT W.	West Springfield	MCGILL, JOHN T.	Holyoke
<i>Northeastern University</i>		MARCUSON, MILTON	Springfield
CARPENTER, LESLIE A.	Palmer	POLLOCK, LUCIE	Springfield
<i>Northeastern University, B.C.S.</i>		RATHBUN, FREDERICK J.	Springfield
COLEMAN, MARGARET C.	Springfield	RODBEN, EDWARD W.	Chicopee
FINKLEHOFF, SYBL C.	Springfield	SAMPSON, S. FREDERICK	Springfield
FISHER, HAROLD W.	Chicopee	SCHMIDT, ANDREW P.	Holyoke
FISHER, HARRY H.	Springfield	SMITH, FRANK W.	Palmer
<i>New York University</i>		SMITH, NORMAN T.	West Springfield
HABERMAN, JAMES C.	Springfield	<i>Colgate University, B.S.</i>	
<i>Clark University, A.B.</i>		THOMPSON, NIMROD W.	Springfield
HARRIGAN, MICHAEL J.	Springfield	<i>University of Tennessee</i>	
HILL, MARIAN E.	Springfield	<i>Vanderbilt University, A.B.</i>	
<i>Tufts College, D.H.</i>		WEBBER, ROSALIND R.	Springfield
HOURLIHAN, JOHN B.	Springfield	ZAREMBA, JOHN B.	Chicopee
<i>Northeastern University</i>		ZEO, NICHOLAS W., JR.	Springfield

## CLASS OF 1934

GAINLEY, GRACE L. M.	Mittineague	O'CONNELL, RAYMOND F.	Springfield
MAHONEY, DANIEL J.	Springfield	THERIEAU, FRANCIS R.	Springfield

## CLASS OF 1935

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ALAIMO, MATTHEW J.	Thompsonville, Conn.	KANTOR, NATHAN	Chicopee
ALBERT, HERMAN S.	Springfield	LAVITT, LOUIS	Ellington, Conn.
<i>Northeastern University</i>		<i>Syracuse University</i>	
AUDREN, ARMAND G.	Springfield	LYNCH, HARRY F.	Springfield
BOIVIN, LOUIS, JR.	Chicopee	LYNSKY, JOHN R.	Holyoke
<i>Rhode Island State College</i>		LYONS, ROBERT	Springfield
BRODACKI, PHILLIP	Chicopee	MCKENZIE, NELSON P.	Revere
BRODERICK, AUBREY E.	Springfield	MACKIMMIE, GEORGE R.	North Amherst
<i>University of Illinois, B.S.</i>		<i>Massachusetts Agricultural College</i>	
<i>University of Wisconsin, M.S., Ph.D.</i>		MANNING, JOHN G.	Holyoke
BUYNICKI, WILLIAM E.	Westfield	MEEHAN, JOHN B.	Springfield
BYRNE, JOHN R.	Rutland, Vt.	MILLER, CARL A. F.	Longmeadow
COHEN, JUSTIN	Springfield	MITCHELL, ODINER A.	Holyoke
<i>Northeastern University</i>		MORIARTY, DONALD L.	Northampton
CULLEN, WILLIAM J.	Westfield	<i>Massachusetts Institute of Technology, B.S.</i>	
DEAN, HENRY W.	Holyoke	MOUROTSOS, XENOPHON	Holyoke
DUNN, WALTER J.	Springfield	MURRAY, JAMES H.	Williamamsett
EMERY, ARTHUR L.	Springfield	O'DEA, JOSEPH R.	Indian Orchard
FASSER, WALTER B.	Springfield	<i>Holy Cross College</i>	
GARRISON, NATHAN S.	Springfield	ORENSTEIN, SAMUEL	Springfield
GODON, ROLAND N.	Holyoke	PARONSHINSKY, GERALD J.	Springfield
HECHLER, SYDNEY B.	Springfield	PELLETIER, LOUISE D.	Springfield
HODGE, ANDREW S.	West Springfield		
HOLBROOK, ARTHUR A.	Springfield		

PETERSON, MABEL W.	East Longmeadow	TERWILLIGER, LOIS E.	Springfield
REDDEN, EDWARD D.	Springfield	<i>Forsyth-Tufts Training School, D.H.</i>	
<i>Springfield Engineering Institute</i>		WALTON, THOMAS C. J.	Springfield
RICHMOND, WILLIAM	Springfield	WEYANT, REX R.	Springfield
ROSENBLUM, ARTHUR J.	Springfield	<i>Syracuse University</i>	
<i>Springfield Engineering Institute</i>		ZANDAN, JOSEPH	Springfield
SCHAFFER, LOUIS	Springfield		

## IRREGULARS

GALLAGHER, JOSEPH F. A.	Springfield
<i>Albany Law School, LL.B.</i>	

## WORCESTER DIVISION

## CLASS OF 1931

BOWEN, STEPHEN F.	Worcester	LAFRANCE, ARTHUR A.	Hudson
<i>Holy Cross College</i>		MCGRAIL, FRANCIS J.	Worcester
BURWICK, CHARLES M.	Worcester	O'CONNELL, WILLIAM T.	Worcester
<i>Boston University</i>		<i>Holy Cross College</i>	
COHEN, NATHANIEL A.	Worcester	PRENDERGAST, EDWIN S.	Worcester
COVE, JAMES F., JR.	Uxbridge	<i>Holy Cross College</i>	
FITZ, MARVIN B.	Worcester	ROGERS, FREDERICK E.	Worcester
<i>A. &amp; M. College, Texas</i>		SHORT, MONICA H.	Worcester
HATCH, RAYMOND B.	Worcester	SOUTHWICK, THOMAS E.	Leicester
<i>Northeastern University</i>		<i>Clark University</i>	
HERRICK, VAN BUREN, JR.	Worcester	WEAVER, JULIA M.	Worcester
HOLLAND, WILLIAM F.	Worcester	WHIPPLE, HATTIE A.	Woonsocket
<i>Holy Cross College</i>		WHITTAKER, JAMES E.	Worcester
HOWARTH, THOMAS B.	Webster	<i>Georgetown University</i>	
JOSEPHS, NATHAN	Worcester		
<i>Boston University</i>			

## CLASS OF 1932

BRENNAN, FRED J.	Worcester	LEAHY, JOSEPH F.	Worcester
<i>Clark University</i>		<i>Holy Cross College</i>	
BROWN, HAROLD E.	Worcester	LYNCH, JOSEPH P.	Marlboro
CAREY, DONALD J.	Worcester	MCCABE, EDWARD J.	Worcester
CIBOROWSKI, STELLA A.	Worcester	MCDONALD, ALLEN W.	Worcester
CONLIN, JAMES L.	Hudson	MCGRAIL, JOHN P.	Clinton
DELANEY, JAMES V.	Marlboro	<i>Holy Cross College</i>	
DORAN, FRANCIS J.	Worcester	MORRISON, THOMAS C.	Clinton
<i>Holy Cross College</i>		PIERCE, DORCAS E.	Worcester
DUNBAR, RUFUS B.	Paxton	REILLY, FRANK	Worcester
GENTSCH, WALTER H.	Clinton	RUDIS, JOSEPHINE J.	Worcester
GILREIN, JAMES L.	Worcester	SHATTUCK, RUSSELL R.	Boylston
HUNT, STANLEY W.	Worcester	SHEA, JOHN M.	Worcester
<i>Worcester Polytechnic Institute</i>		<i>Holy Cross College</i>	
<i>Clark University</i>		SLATTERY, WILLIAM G.	Webster
<i>Brown University</i>		WALKER, HENRY C.	Grafton
JASPER, MYER G.	Worcester	YAGJIAN, ZABELLE P.	Worcester
<i>Harvard University</i>			

## CLASS OF 1933

AMOR, PAUL B.	Gardner	MURPHY, JAMES P.	Worcester
<i>Amherst College</i>		<i>Worcester Polytechnic Institute</i>	
ELLSWORTH, FRANK H.	Worcester	<i>Harvard University</i>	
<i>Clark University</i>		MURPHY, MRS. MABELLE F.	Worcester
GAFFIN, SAMUEL	Worcester	NEWMAN, MORRIS	Worcester
GRADY, DANIEL P.	Worcester	<i>Harvard University</i>	
HILLMAN, LOUIS D.	Worcester	O'LEARY, JOSEPH H. R.	Worcester
HULBERT, CHAUNCEY S.	Worcester	QUELETTE, GERTRUDE A.	Southbridge
JACOBSON, ELI	Worcester	<i>Boston University</i>	
JACOBSON, JACOB	Worcester	PLANTE, ROBERT H.	Worcester
<i>Boston University</i>		ROGERS, KATHERINE M.	Worcester
KANE, WALTER J.	Worcester	STOLULONIS, VICTOR A.	Worcester
KOHL, JOHN B.	Worcester	SULLIVAN, RICHARD M.	Worcester
<i>University of Wisconsin</i>		<i>Villanova College</i>	
KREAVORUCK, SLAMOTH	Fitchburg	SWEENEY, CLIFFORD J.	Webster
LICHTENFELS, WILLIAM	Worcester	<i>Clark University</i>	
MORSE, MANUEL	Worcester	YOUNG, MARCELLUS G.	Worcester
MULLAN, JOHN J., JR.	Worcester		
<i>Holy Cross College</i>			

## CLASS OF 1934

AISENBERG, CHARLOTTE E.	Worcester	HIGGINS, THOMAS R.	Westboro
ANTINOVITCH, WILLIAM V.	Worcester	LUBIN, BERNARD W.	Worcester
BARAM, HARRY	Woonsocket	LYONS, ARTHUR H.	Worcester
BOORKY, HARRY E.	Worcester	MACDUFF, JANET M.	Worcester
CREAMER, JOHN F.	Worcester	NORRIS, F. PRICE	Worcester
<i>Holy Cross College</i>		PETERSON, MILDRED A.	Worcester
DILLON, THOMAS	Worcester	QUINN, HAROLD J.	Worcester
<i>Holy Cross College</i>		SILVERMAN, SAMUEL	Worcester
FENSTAD, LEE	Worcester	<i>Clark University</i>	
FINKEL, BENJAMIN R.	Worcester	SULLIVAN, JOHN F.	Worcester
FORSBERG, CARL O.	Worcester	<i>Holy Cross College</i>	
GANNON, WILLIAM J.	Worcester	TASHLITSKY, SOLOMON	Worcester
<i>Holy Cross College</i>		TORPEY, FRANCIS J.	Worcester
<i>Boston College</i>		WEBB, GEORGE D.	Worcester
GLADSTONE, ERNEST D.	Worcester	<i>University of Vermont</i>	
<i>Wesleyan University</i>		WERME, HARRY A. W.	Worcester
GOTTLIEB, IRVING	Worcester	WERNER, RAYMOND E.	Shrewsbury
HACKETT, LESLIE A.	Southbridge	WHITE, PAUL R.	Leominster
HAM, NELLIE E.	Worcester		
<i>Simmons College</i>			

## IRREGULARS

FRENCH, EDWIN M. F., JR.	Worcester	RUSSELL, CONRAD A.	Worcester
GAUNT, LAURENCE	Worcester	SWARTZ, DAVID	Worcester

## PROVIDENCE DIVISION

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BOOTH, JOHN M.	North Providence	<i>Westminster College, A.B.</i>	
CHAMPLIN, JOHN C.	Providence	<i>Michigan State College</i>	
COMRAS, JACOB L.	Providence	<i>University of Illinois</i>	
DWYER, EDWARD L.	Providence	<i>Harvard University</i>	
GRANDE, GUIDO	Providence	MEUNIER, ARMAND J.	Woonsocket
<i>Providence College</i>		<i>St. Laurent's College, Canada</i>	
HALL, ROBERT M.	Providence	MEYERS, C. ARTHUR	Providence
McLAUGHLIN, HAROLD J.	Pawtucket	O'DONNELL, FRANCIS J.	Central Falls
		PASTORE, JOHN O.	Providence
		PERLOW, MAURICE H.	Pawtucket
		RYNN, JOSEPH P.	East Providence
		WILDES, FRANK, JR.	Edgewood

## CLASS OF 1932

BENNETT, EDMUND J.	North Providence	LANTHIER, ALBERT	Attleboro
<i>Brown University, Ph.B.</i>		MAGNANT, JOSEPH	Hamilton
BRIGGS, RALPH L.	Conimicut	<i>Holy Cross College, A.B.</i>	
CAPONE, LUCIEN	Bristol	MULLIGAN, J. RAYMOND	Woonsocket
<i>Brown University</i>		PERLMAN, NATHAN	Providence
DiCOLA, ANTHONY S.	North Providence	ROSE, JAMES R.	Providence
DOYLE, DAVID P.	Edgewood	RUSO, FRANCIS	North Providence
FEINBERG, SAUL	Providence	RYAN, THOMAS	Woonsocket
GATES, CURTIS W.	Pawtucket	SHEA, JOSEPH F.	Valley Falls
<i>Rhode Island State College</i>		<i>Rhode Island State College</i>	
GORY, PHILIP A.	Providence	SHORR, MORRIS	Woonsocket
HIGGINS, CHARLES A.	Providence	SOLINGER, JOSEPH B.	Providence
JOHNSON, CARLTON W.	Taunton	TOOMEY, CHARLES T.	Providence

## CLASS OF 1933

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BARBERI, NICHOLAS A.	Providence	FINN, JAMES	Providence
BECKMAN, JAMES G.	Cranston	FLAHERTY, LEO J.	Woonsocket
BIRD, FRANCES J.	Attleboro	GONNELLA, ROBERT	Providence
CLARKE, R. ALDEN	Central Falls	HAGGERTY, BERNARD E.	Pawtucket
<i>Rhode Island State College</i>		HOPKINS, BYRON F.	North Scituate
DAIGNAULT, CLARENCE A.	Woonsocket		

KALOOSTIAN, ANTHONY	Providence	PORTER, WILLIAM J., JR.	Providence
KIRSHENBAUM, ISIDORE	Providence	ROBERTS, EDWIN F.	Providence
LaSALLE, A. NORMAN	Pawtucket	ROMANOVICH, STEPHEN F.	Cumberland
<i>R. I. College of Pharmacy, Ph.G.</i>		SHAW, FRANK A., JR.	Pascoag
LENNON, CLEMENT E.	Providence	SMITH, GEORGE H.	Auburn
LICHT, HARRY J.	Providence	STEERE, RONALD S.	Providence
LISI, THOMAS	Providence	STEIN, HAROLD M.	Providence
MAGNUSON, J. HARRY	Harrisville	THEROUX, PHILIP F.	West Warwick
MAINELLI, JOSEPH	Providence	TIERNEY, JOHN J.	Providence
McBURNIE, JOHN T. H.	Providence	VENTRIGLIA, ROSENTO	Providence
McMANUS, JAMES	Providence	WILCOX, RALPH L.	Westerly

## Summary of Student Body

	Boston	Springfield Division	Worcester Division	Providence Division	Total
Law I	267	52	29	0	348
Law II	234	29	25	35	323
Law III	218	28	26	21	293
Law IV	218	12	20	16	266
Irregulars	15	1	4	0	20
	—	—	—	—	—
Total	952	122	104	72	1,250

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312 Huntington Avenue, Boston, Mass.

Date \_\_\_\_\_

APPLICATION FOR ADMISSION

To the Dean:

Date.....

I (Print name in full).....  
desire to apply for admission to the School of Law. The \$5.00 Matriculation fee is enclosed. I understand that this fee is not refundable. I wish to enter with the class beginning.....

Note: The Applicant should answer fully each item on both sides of this form.

Address while attending School.....  
(City or Town)

Home address.....  
(City or Town)

Place of birth.....Age.....  
(State)

Education: — School above grammar grade. (If attendance at a University, please designate both the University and the School.)

Name of School	Location — Give Address	Back Years Attended				Date Left	Date of Graduation	Degree if any
		1	2	3	4			

References: — Name two mature, responsible persons other than students or relatives:

Name.....Address.....

Name.....Address.....

(OVER)

(For office memoranda only)

Recommended for admission as a Regular, Special student.....  
(Regular)

Approved.....  
(Executive Secretary)

Have you been a student in any other school of Northeastern University (including the Lincoln Institute and the Lincoln Preparatory School)? If so, give school and years when you attended.....

Birthplace of Father..... Birthplace of Mother.....

Present Employer..... Address.....

Duties of your occupation.....

Former Employer..... Address.....

Duties.....

If admitted do you plan to complete the four-year curriculum and qualify for the degree?.....

If not, what special courses do you desire?.....

Do you plan to enter the practice of law?.....

If not, what is your purpose?.....

Are you a citizen of the United States?.....

Have you ever been complained of, indicted for, or convicted of any violation of the law? If so, state facts fully,

giving disposition of each charge, and reference to the court record or supply a copy.....

State how you first learned of Northeastern University School of Law.....

Give name and address of person who recommended that you enter the School of Law.....

All statements made by me in this application are accurate and complete to the best of my knowledge and belief.

Signed.....  
(Usual Signature)

## GIFTS AND BEQUESTS

Northeastern University will welcome gifts and bequests for the following purposes:

- (a) For the completion of its Building Program.
- (b) For general endowment.
- (c) For specific purposes which may especially appeal to the donor.

While it is not necessary, it would be appreciated if those contemplating gifts or bequests would confer with the President of the University regarding the University's needs before legal papers are drawn.

Funds given to the University should be left in the following manner:

"I give and bequeath to Northeastern University of the Boston Young Men's Christian Association, an educational institution incorporated under the laws of Massachusetts and located in Boston, Massachusetts, the sum of. . . . .dollars (\$      ).

# NORTHEASTERN UNIVERSITY

---

## DAY SCHOOLS

### SCHOOL OF ENGINEERING

*Conducted in Boston Only*

Curricula in Civil, Mechanical, Electrical, Chemical and Industrial Engineering, leading to the degree of Bachelor of Science. Conducted in co-operation with engineering firms. Students earn while they learn.

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*Conducted in Boston: Divisions in Worcester and Springfield*

Curriculum leading to the degree of Bachelor of Laws. Preparation for bar examinations and practice. Case method of instruction. Co-educational.

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Curricula in Accounting, Business Administration and Applied Science, leading to the degrees of Bachelor of Business Administration and Bachelor of Commercial Science. Graduate program leading to the degree of Master of Business Administration. Co-educational except in Providence.

---

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*Evening Schools conducted by Northeastern University in Boston Only.*

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Curricula leading to a diploma in the fields of Civil, Electrical, Mechanical, and Structural Engineering.

### LINCOLN PREPARATORY SCHOOL

Courses in high school subjects leading to a diploma. Students may enter in September, January or May. Prepares for admission to all colleges. The School has college entrance certificating privilege. Co-educational.

---

For information, address

## NORTHEASTERN UNIVERSITY

312 Huntington Avenue, Boston, Mass.

Tel. Ken. 5800

Worcester, Mass.

766 Main St.

Tel. Wor. 56101

Springfield, Mass.

114 Chestnut St.

Tel. Spr. 68361

Providence, R. I.

160 Broad St.

Tel. Gaspee 6357

# Northeastern University

(EVENING DIVISION)

## SCHOOL *of* BUSINESS

PRACTICAL COURSES  
FOR  
EMPLOYED MEN AND WOMEN



TWENTY-FOURTH YEAR  
1931-1932

312 Huntington Avenue, Boston, Massachusetts



## OFFICE HOURS

AUGUST 15 — JUNE 30

Daily (except Saturdays and Sundays), 8.45 A.M.—9.30 P.M.  
Saturdays 8.45 A.M.—1.00 P.M.

JULY 1 — AUGUST 15

Daily (except Saturdays and Sundays), 9.00 A.M.—4.00 P.M.  
Saturdays, 9.00 A.M.—12.00 NOON.

ADDRESS COMMUNICATIONS TO  
NORTHEASTERN UNIVERSITY  
SCHOOL OF BUSINESS  
312 HUNTINGTON AVENUE, BOSTON, MASS.  
TELEPHONE KENMORE 5800

## The Need

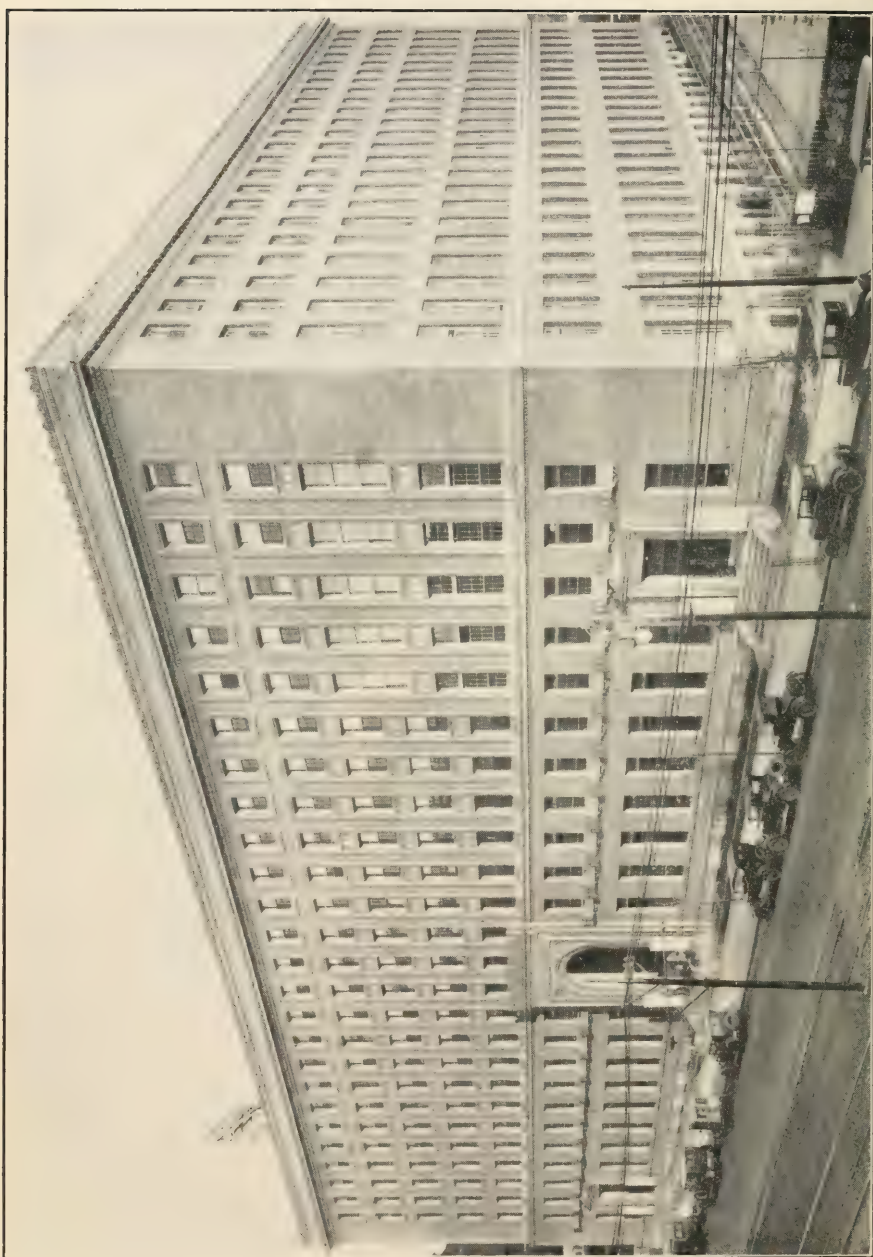
**I**n less than a generation education has been lifted from the realm of a luxury to that of a necessity. The increase in enrollment in secondary schools, colleges, universities and professional schools from 1910 to 1928 gives evidence of the values which the American public place upon education. These increases are as follows: (The enrollments for 1910 are used as the base or 100%).

	<u>1910</u>	<u>1915</u>	<u>1920</u>	<u>1928</u>
In Secondary Schools.....	100%	141%	224%	388%
In Colleges, Universities and Professional Schools.....	100%	113%	173%	326%

One who has not a good general education and in addition, special training for his vocation can hardly hope to succeed. But no longer is a person debarred from getting a systematic education because he had to leave day school. It has been definitely proved that adults can learn even better than children: hence no one need hesitate about pursuing any course of study in which he is vitally interested for fear that he is too old.

The Evening Division of Northeastern University offers men and women of widely varying ages and occupations an opportunity to complete in their evening hours professional courses leading to appropriate degrees in the various fields of business, applied science, or in law.

It is hoped that this catalog will bring encouragement and a new vision to those thousands of people of ability who cannot go on with day school study and yet aspire to a higher education. Evening education demands persistency, time, and energy. It is, however, pre-eminently worthwhile.



NORTHEASTERN UNIVERSITY

(EVENING DIVISION)

---

# School of Business

( *Formerly School of Commerce and Finance* )



A DISTINCTIVE EVENING  
SCHOOL OF BUSINESS FOR  
EMPLOYED MEN AND WOMEN

---

Northeastern University of the Boston Young Men's Christian Association is incorporated under the Laws of Massachusetts and is located in Boston. Divisions are conducted in the Young Men's Christian Associations at Worcester, Springfield, and Providence.





# Calendar 1931-1932

1931

- SEPTEMBER 8-14 Examinations for Removal of Conditions, and Advanced Standing.
- SEPTEMBER 14-18 Senior, Junior and Sophomore classes begin in Worcester and Springfield.
- SEPTEMBER 21-25 Senior, Junior and Sophomore classes begin in Providence.
- SEPTEMBER 21-25 Freshmen classes begin in Worcester and Springfield.
- SEPT. 28-OCT. 2 Freshmen classes begin in Providence.
- SEPT. 28-OCT. 2 All Classes begin in Boston.
- OCTOBER 12 Legal Holiday (no classes in Massachusetts).
- NOVEMBER 2 Last date for filing application for Master's Degree and the subject and outline of thesis for 1933.
- NOVEMBER 11 Legal Holiday (no classes).
- NOVEMBER 26 Legal Holiday (no classes).
- DECEMBER 22 Last class session before Christmas recess.

1932

- JANUARY 4 First class session after Christmas recess.
- JANUARY 18-22 Final examinations in first semester half-year courses in Worcester and Springfield.
- JANUARY 25-29 Final examinations in first semester half-year courses in Providence.
- JANUARY 25-29 Second semester classes begin in Worcester and Springfield.
- FEBRUARY 1-5 Second semester classes begin in Providence.
- FEBRUARY 1-5 Final examinations in first semester half-year courses in Boston.
- FEBRUARY 8-12 Second semester classes begin in Boston.
- FEBRUARY 22 Legal Holiday (no classes).
- APRIL 19 Legal Holiday (no classes in Massachusetts).
- MAY 2 Last date for filing application for Bachelor's Degree and the payment of the graduation fee.
- MAY 16-27 Final examination period in Worcester and Springfield.
- MAY 23-31 Final examination period in Providence.
- MAY 31-JUNE 10 Final examination period in Boston.
- MAY 30 Legal Holiday (no classes).
- JUNE 5 Baccalaureate Services at Providence and Springfield.
- JUNE 8 Commencement Exercises at Springfield.
- JUNE 10 Commencement Exercises at Providence.
- JUNE 12 Baccalaureate Service at Worcester.
- JUNE 14 Commencement Exercises in Worcester.
- JUNE 19 Baccalaureate Service at Boston.
- JUNE 20 Commencement Exercises at Boston.

# Northeastern University

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# THE SCHOOL OF BUSINESS

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*Analysis of Financial Statements*  
Public Accountant
- ALEXANDER DUNCAN DAVIS, B.T.C., Lowell Textile Institute  
*Engineering, Drawing, Design*  
Instructor, Technical High School
- DONALD WALTER DAVIS, A.B., Bates College  
*Advertising Principles and Campaigns*  
Advertising Manager, Republican Publishing Company
- GEORGE ELLSWORTH DAWSON, A.B., University of Michigan; Ph.D., Clark University  
*Business Psychology*  
Director, Psychological Laboratory, School Department, City of Springfield
- NELSON HAYWARD FOLEY, Boston University  
*Industrial Management Problems*  
Member of Staff, Scovell Wellington & Co.
- EDWARD PHELPS GRACE, B.C.S., Northeastern University; C.P.A.  
*Intermediate Accounting*  
Member of Staff, Scovell Wellington & Co.
- CLARENCE MORTIMER HALL, B.S., M.S., Worcester Polytechnic Institute  
*Elements of Electricity*  
Instructor, Central High School
- FRANK YAEGER HESS, B.S., Harvard University  
*Practical Physics*  
Instructor, Central High School
- CLAY HARVEY HOLLISTER, JR., A.B., M.B.A., Harvard University  
*Business Statistics and Forecasting*  
Member of Staff, White and Wyckoff Manufacturing Co.

LEONARD IRA HOUGHTON, B.H., International Y. M. C. A. College, Columbia University; C.P.A.  
*Constructive Accounting, Auditing*  
 Public Accountant

FRED WOODING HUTCHINSON, B.S., Wesleyan University; Boston University  
*Engineering Mathematics, Counsellor to Applied Science Students*  
 Instructor, Technical High School

WILLIAM WARD JOHNSTON, University of Minnesota; M.C.S. Washington School of Accountancy; C.P.A.  
*C.P.A. Problems, Income Tax Accounting*  
 Member of the Staff, Scovell Wellington & Co.

HARRY HARRIS KING, B.S., Worcester Polytechnic Institute; C.P.A.  
*Cost Accounting, Investment Principles and Practice.*  
 Public Accountant

MALCOLM ANGUS MACDUFFIE, S.B., Massachusetts Institute of Technology  
*Strength of Materials*  
 Instructor, MacDuffie School

HORACE JACOBS RICE, B.S., Wesleyan University; LL.B., Harvard University  
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 Attorney-at-Law

CARROLL WARD ROBINSON, A.B., Clark College; Ed.M., Harvard University  
*Advanced Business English*  
 Principal, Continuation School

ELDON CAMPBELL SHOUP, A.B., Washburn College; M.B.A., Harvard University  
*Salesmanship and Sales Management*  
 Sales Promotion Manager, National Blank Book Co.

HAMILTON TORREY, B.S., University of Pennsylvania  
*Constructive English*  
 Realtor

GILBERT CREIGHTON WALKER, A.B., Harvard College; Northeastern University  
*Introductory Accounting*  
 Instructor, High School of Commerce

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ETHEL LUELLA KENNEDY, *Cashier*  
 ELLA MAY HARVEY, B.C.S., *Registrar and Recorder*



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 WILLIAM CORNELIUS HARRINGTON, B.C.S., *Counsellor*

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*Business Statistics and Forecasting*  
 Statistician, Rhode Island Hospital Trust Company



- CLAUDE GILLETTE BEARDSLEE, B.A., Yale University; B.D., S.T.M., Hartford Theological Seminary; M.A., University of Southern California  
*Business Economics*  
Graduate School, Brown University
- RALPH DOE BERRY, Tufts College  
*Purchasing and Commodities*  
General Purchasing Agent, Davol Rubber Company
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Statistician, Industrial Trust Company
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*Credits and Collections*  
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*Constructive English*  
Head of English Department, Commercial High School
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*Business Psychology*  
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*Credits and Collections*  
Assistant Secretary and Credit Manager, Tar Products Corporation
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*Income Tax Accounting*  
Assistant Commissioner of Finance, State of Rhode Island
- TOWNES MALCOLM HARRIS, A.B., M.A., University of Texas; M.B.A., Brown University; C.P.A.  
*Advanced Accounting Problems*  
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*Cost Accounting*  
Public Accountant, Wilband, Harvey, and Winn
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*Industrial Management Problems*  
Assistant Secretary and Assistant Treasurer, The Davol Rubber Co.
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*Business Law*  
Attorney-at-Law, Curran, Hart, Gainer and Carr
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*Constructive English*  
Instructor, Commercial High School
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*Fundamentals of Business*  
Production Superintendent, Universal Winding Company
- JAMES ALFRED RATCLIFFE, B.C.S., Northeastern University  
*Introductory Accounting*  
Public Accountant, Cowan and Ratcliffe

THEODORE DELMONT SHAPLEIGH, B.S., Dartmouth College; M.B.A., Harvard University  
*Marketing Methods*  
 Comptroller, Gladding Dry Goods Company

BENJAMIN FRANKLIN STACEY, A.B., M.C.S., Dartmouth  
*Advertising Principles and Campaigns*  
 Livermore and Knight Company, Boston

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 President, E. A. Johnson Company

WILLIAM HURD WAGENKNECHT, Ph.B., Brown University  
*Auditing, Analysis of Financial Statements*  
 Accountant, Haskins and Sells

FRANK EARL WAITE, A.B., University of Michigan; M.A., Teachers College, Columbia University  
*Psychology of Learning*  
 Professor, Rhode Island College of Education

FRANCIS EDWARD WELCH, C.P.A.  
*Constructive Accounting*  
 Accountant, Haskins and Sells

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AVIS MACINTOSH JENISON, *Secretary to the Director*  
 MARION SMITH MUDGE, *Registrar and Recorder*



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GALEN DAVID LIGHT, <i>Vice-Chairman</i>	JAMES WALLACE LEES
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JOHN DOANE CHURCHILL	RUTH MORSE WARD, <i>Secretary</i>
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EBEN OSWELL SMITH	

### Collegiate Schools Committee

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WALTER EDWARD LEIDNER, *Chairman*  
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 CARL DAVID SMITH

### Committee on Instruction in Economics

CARL DAVID SMITH, <i>Chairman</i>	WALTER EDWARD LEIDNER
HERMAN FRANKLIN ARENDTZ	EDWARD WALKER MARSHALL
ELLIOTT SHEFFIELD BOARDMAN	JOHN FLOYD STEELE
DAVID HOLBROOK BROWN	

## A University Training in Business

**T**HE basis of intelligent business management is an ability to analyze current problems and arrive at pertinent facts.

Decisions are simple, almost obvious, once facts are known. It has been said by a business man of national prominence: "Given the facts, any office boy of normal intelligence can make the proper decision." But to sift out facts, weigh them, eliminate non-essentials and arrive at decisions on the basis of those facts involves an ability which can be developed only through long and costly experience or through special study and training.

Fifty years ago, business entered a new phase of development. It emerged slowly at first, but with ever increasing speed, from a "rule of thumb" method of administration and control. Management steadily advanced in its ability to build policies and practices upon a factual structure rather than upon precedent, prejudicial leanings and wishes that "fathered thought." So there developed not only a demand, but a positive requirement for men who were properly grounded in the fundamentals of business management and who had acquired the ability to apply such fundamentals to specific problems.

Business has progressed far in this new scientific era. Progress has, indeed, been swifter than the development of men capable of assuming the responsibility and authority that modern management requires. Today the demand for trained, competent management far exceeds the supply. And the tempo of business today is too fast to permit the training of future executives by the apprentice system. "Working up from the bottom" has lost none of its values, but the man who is prepared moves up from the bottom much more speedily than does the plodding apprentice who brings to his job nothing but willingness, energy and eagerness to learn.

Thus we find that, American business having set up a demand for trained men, there is need for institutions to supply that demand. Northeastern University Evening School of Business, offering the opportunity for business training to men and women who cannot hope to acquire that training in the day schools, meets a peculiar need in serving the business community.

In recent years the slow and costly apprenticeship system of training executives has all but disappeared. It is no longer acceptable. It requires virtually a lifetime for a young man, "starting at the bottom and working up," to master the complex and diversified problems of business. And unless he supplements his experience with special training, his chances of reaching the top are all but hopeless.

Statistics indicate that about 90 out of every 100 university and college trained business men rise to large-salaried, responsible positions, in contrast to only 25 out of 100 of those who are not university or college trained. Some of the chief reasons for this difference are these:

1. *Business is no longer a matter of luck.* In the past some men have succeeded because they have unexpectedly stumbled upon an opportunity and taken advantage of it. Because business is better organized and more men are being trained for leadership, exceptional opportunities are becoming less and less available to the untrained man.

2. *Management today insists upon well-trained executives* and delegates to them far more responsibility than was delegated to subordinates a few years ago. This trend is of far-reaching importance for it means that the young man who has had university training may reasonably expect to reach a position of responsibility in a shorter period of time than could a beginner 25 years ago.

The untrained employee is tied to the details of his own job. He may master the routine performance of his work but lack of previous training often prevents him from grasping the significance of his work and fitting himself for broader responsibilities.

3. *The university trained executive is better able to see and appreciate the social and economic changes at work in business.* He has a broader perspective and is able to keep his business adjusted to the great social, political, and economic movements of the day.

4. *The successful executive brings to his work a mind trained in the scientific approach to business problems.* He knows how to obtain facts; how to analyze these facts; how to draw conclusions from them; and how to test and weigh his conclusions in the light of the experiences of his own and other businesses, and in the end, to reach a sound decision as to the wisest policy to pursue. Success depends more and more upon a scientific analysis applied to the accurate solution of the many complex problems of management.

5. *The university trained man is better able to choose intelligently that phase of business to which he is best adapted and in which he has the greatest interest.* Too many young men and women fail to find early the business for which they are best fitted. They drift with much lost time and effort from one job to another before they find a suitable type of work.

6. *A University training for business is a decided asset in enabling the graduate quickly to prove his worth as he enters managerial or executive positions.* Because of his intimate knowledge of the fundamentals of business as presented in such courses as economics, finance, marketing, accounting, law, psychology, sales

advertising, statistics, and management problems he is able to forge ahead more rapidly, master details more readily, and eliminate guesswork and waste, more effectively. The untrained man is not able to capitalize readily upon his experience and generally finds his promotion and progress slow.

Those who are employed during the day can acquire this training in evening schools of commerce and business administration under trained instructors who are also experienced business men. Such a training will insure on the part of capable students a broad business point of view and a knowledge of sound business principles and methods which will lead to positions of responsibility and to opportunities for increased service.



# Training in the School of Business

**T**HE School of Business is an evening professional school, furnishing instruction leading to the degrees of Bachelor and Master of Business Administration and Bachelor of Commercial Science. Established in March, 1907, the School was among the first eleven institutions in the country to recognize and meet the demand for education for business. It was incorporated with degree-granting powers by the Massachusetts Legislature four years later.

*The School was the first undergraduate degree-granting school of business in New England and is the only degree-granting school of Business Administration in New England which conducts work exclusively in the evening and has a separate faculty and administrative organization whose energies are devoted to the efficient training of employed men and women. It offers to men and women who are employed during the day an effective university education in business at convenient evening hours.*

## The Function of the School

The School, established to meet a growing demand for a well-rounded scientific business training, affords:

1. Acquaintance with the basic principles underlying business as a science.
2. Development of the ability to apply these principles to actual business problems.
3. Development of the ability to analyze a business problem and to reach a sound solution.
4. Development of that type of personality which insures the conduct of business in accordance with the highest individual and social ideals.

The function of the School of Business is, therefore, to provide for those employed during the day, an opportunity to supplement their business experiences by a systematic study of the principles and practices of organized business as applied to actual business problems. No experience, however varied, can supply the values which come from such a study under trained instructors who are experienced business men. The student acquires a broad business point of view and a knowledge of those principles and methods which are essential in positions of responsibility.

## The Student Body

The character of a student body determines the standards which a school can maintain. Nothing is more essential to the success of an educational institution than a careful selection of incoming students. This principle applies just as readily to an evening school as to a day school. Standards are invariably adjusted to the average intelligence of the students in the School. For this reason, Northeastern University, School of Business, maintains high standards of admission.

The student body consists of 1115 men and women of widely varied ages and occupations. The youngest student is 16 years of age and the oldest 60 years with an average of 24 years.

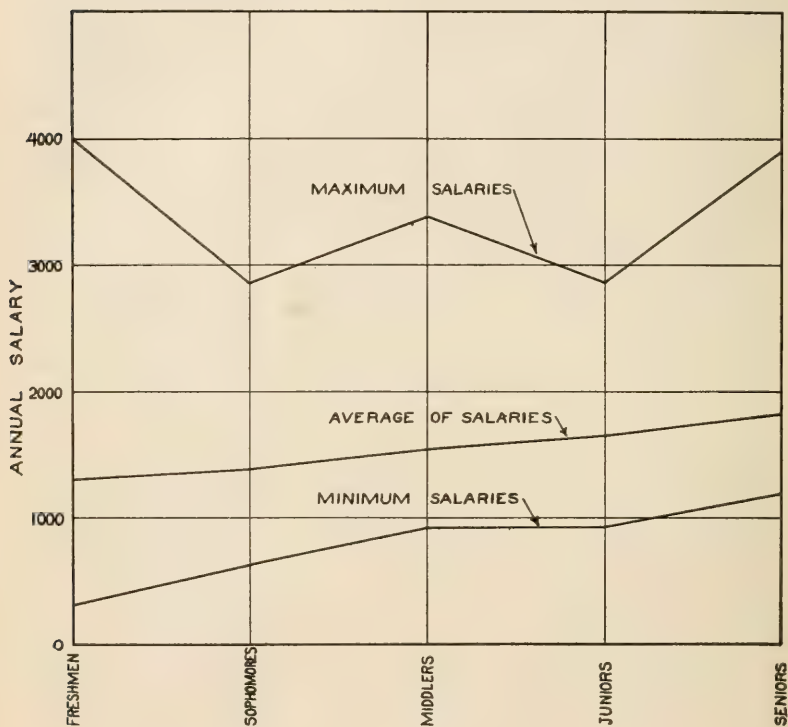
### CHART I

Age Distribution of Students



## CHART II

Average Annual Income of the Classes in the School in May 1930. (Freshmen and Sophomores January 1931)



The students in the School are employed and have a practical occupational experience which gives them a background for the most effective study of business. They are able at once to apply their new business training to their daily work.

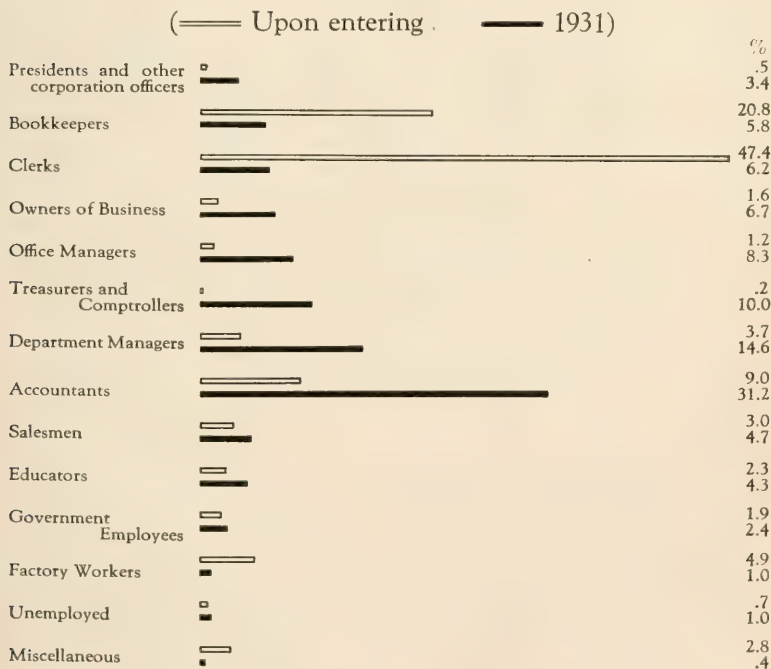
## Success of Graduates

Facts obtained from a recent study of the Alumni of the School conclusively show that better positions and increased income have resulted from the broad foundational business training received at Northeastern by those who have devoted their spare evening hours to a systematic program of training.

### CHART III

**Comparison of positions held by the Alumni when they entered the School as Freshmen with the positions held in January, 1931**

Classes from 1914 to 1930 included.



Just as a wise utilization of evening hours for systematic study results in more responsible positions, similarly a study of facts gathered from the Alumni of the School of Business shows corresponding results in increased salaries and larger incomes as presented in Table I.

**TABLE I**  
**Salaries of Alumni by classes, January, 1931.**

Classes	No. in Class	No. Reporting	Upon Entrance to School			January 1931		
			Minimum Salary Reported	Maximum Salary Reported	Average Salary Reported	Minimum Salary Reported	Maximum Salary Reported	Average Salary Reported
1914	29	6	\$1,000	\$3,400	\$1,720	\$4,000	\$26,000	\$9,520
1915	41	8	800	1,500	1,155	3,000	9,600	5,508
1916	19	9	312	2,600	1,106	2,400	8,000	4,400
1917	48	16	600	2,500	1,399	3,500	52,000	10,856
1918	62	17	780	2,500	1,501	2,300	9,000	5,244
1919	37	12	468	2,600	1,091	2,600	7,500	4,335
1920	71	25	468	2,000	1,197	1,820	13,000	5,593
1921	73	19	500	3,000	1,235	1,560	8,000	4,185
1922	109	42	600	4,500	1,564	1,560	13,000	4,441
1923	134	48	520	3,000	1,524	1,430	14,000	4,394
1924	91	39	780	3,200	1,375	1,600	13,500	3,345
1925	116	45	780	3,300	1,497	1,100	6,000	3,297
1926	87	35	780	3,900	1,466	1,456	9,100	3,293
1927	92	39	500	3,000	1,486	1,560	4,300	2,811
1928	93	38	624	2,080	1,398	1,560	4,500	2,618
1929	121	48	624	5,000	1,370	1,300	7,000	2,294
1930	35	16	624	2,500	1,294	1,300	3,900	2,034

Total number graduated since 1914

1258

Number whose addresses are lost

78

Total number available graduates

1180

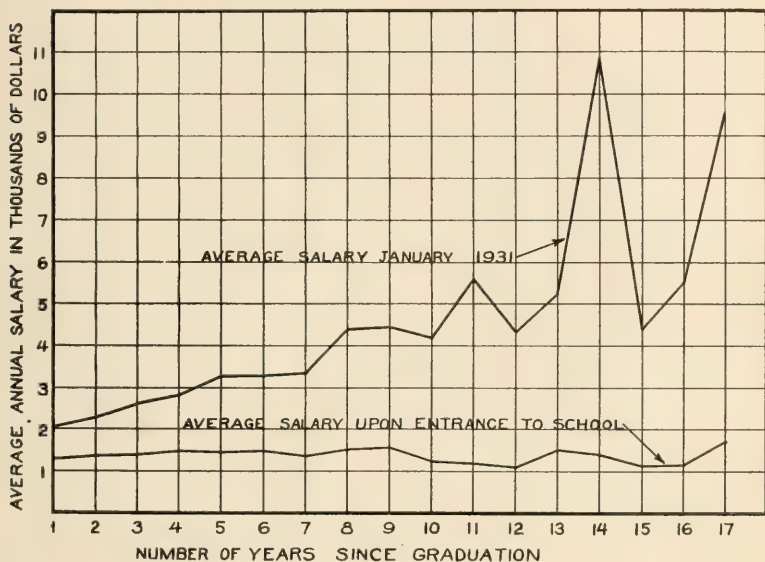
Total number reporting in Table I Study

462



## CHART IV

Comparison of average salaries of Alumni at the time they entered the School with salaries reported January 1931



## Groups to Whom School Appeals

The School of Business attracts and serves the following groups:

*Those Now in Business*

Many executives, such as general managers, office and sales managers, department heads, treasurers, accountants, cashiers, comptrollers, credit men and officers of corporations attend the School for special work of particular value to them. These men by virtue of their positions must be constant students of business trends and many of them welcome the opportunities for systematic study of business principles and practices afforded by Northeastern University Evening School of Business.

Junior executives constitute another important group being served by the school. Many of these men find their work becoming so important as to require the exercise of independent judgment, discretion, and executive ability. They find that their efficiency is dependent upon the possession of the knowledge and skill essential to the business man, which can be acquired most satisfactorily through systematic study.

Clerical workers are a most important group in any business organization. In this group are clerks, bookkeepers, stock-keepers, secretaries, and government workers. Almost all leading business executives have served in the beginning as routine or clerical workers. Their advancement has been due largely to their willingness to learn new principles and methods and to apply what they have learned in meeting new situations as they arise.

The young woman who is employed as a private secretary to an executive and who desires to further her business education beyond the usual two-year secretarial course, will find a splendid opportunity in this School for that more advanced training.

### *The Recent High School Graduate*

The School offers a splendid opportunity for the recent high school graduate who desires to obtain a university education in business but who is unable to continue his education in a day school on account of the necessity for going to work.

All classes in the School are so arranged that this training can be acquired without interfering in any way with the regular employment of the student. Graduates of high schools are advised to select one of the complete curriculums leading to a degree.

### *The College Graduate*

In 1930-31 fifty-nine colleges and universities\* were represented by 185 alumni and former students in the student body of 1115 students.

College men and women who come to the School may be divided into two groups:

1. Those who have more recently entered or contemplate entering business and who are unable to decide definitely in what phase of business activity their greatest opportunity lies or for which they are best fitted. The training offered will prevent many college graduates from drifting from one position to another before they find suitable work.
2. Those who have been employed in business for some time but who sense a need for better and more systematic training in the essential facts and principles of business such as is found in the study of accounting, statistics, marketing, finance, and management. Such training provides an excellent supplement to business experience.

To both groups the School offers an excellent opportunity for study leading to the Master of Business Administration degree.

\*See pages 84-85 for a complete list of the colleges and universities represented.

### *The Engineering School Graduate*

Graduates of engineering and scientific schools are finding it necessary to supplement their technical education with a more adequate background of business training. The growing emphasis being placed upon the co-ordination of production with sales, finance, transportation, and purchasing makes it frequently necessary for the engineer to assume larger executive responsibilities.

The School of Business provides the engineering school graduate with a training that supplements his technical education, and enables him to adapt himself to a larger field of service than might otherwise be possible. A course leading to the Master of Business Administration degree is offered to those holding a bachelor's degree in science or engineering.

### *Teachers and Prospective Teachers*

The increasing demand which modern business is making upon high schools and commercial schools for a better trained personnel from which new employees may be chosen, places responsibilities upon commercial teachers as follows:

- (1.) They must become conversant with the fundamental aims of business and commercial education.
- (2.) They must become better acquainted with the ever-broadening technical content of the courses which they teach.
- (3.) They must bring about a closer co-ordination of their classroom work with actual business.

Northeastern University offers through its evening courses in the School of Business excellent opportunities for teachers who wish to increase the scope of their service along the lines indicated above.

## **Why Students Study Business**

Those who enter the School do so for one of the following reasons:

1. To increase their effectiveness in present business positions or to prepare for business advancement.
2. To obtain initial preparation for positions of responsibility.
3. To obtain a general business education.
4. To increase their earnings.
5. To discover the line of business in which to specialize.
6. In case of business ownership, to obtain that training which will enable them to handle their affairs more effectively.

## Distinctive Characteristics

The following characterizes the School as a distinctive and significant evening collegiate school of business:

### *Broad Foundational Training*

The School seeks to avoid narrow specialization, basing its training upon carefully co-ordinated and well-developed programs.

### *Business Experience Combined with Training*

The combination of daily business experience with a classroom training prepares the student to analyze business situations and to arrive at effective solutions to business problems. This is the most desirable basis for a business education. No training, however effective, can displace practical business experience, but the combination of business experience and classroom training is most effective and results in rapid advancement.

### *Problem Method of Instruction*

The method of instruction used in most of the courses keeps the student in contact with actual business affairs. In so far as possible and feasible, instruction is by the problem-discussion method. Problems taken from actual business situations are presented to the student and thoroughly discussed in the classroom. From these problems general principles underlying business organization and management are deduced. Frequent written reports are turned in. Textbooks giving fundamental information and principles are used as collateral reading.

### *Instructors with Business Experience*

The School selects for its faculty those men who are qualified both by business and professional experience to direct and lead the student in the analysis and solution of business problems. Instructors are sympathetic with the difficulties and needs of adult evening students and are ready at all times to give friendly counsel and guidance. Because of their business experience, instructors bring a wealth of valuable information to the classroom. The policy of the School is to employ only those on its teaching staff who would be acceptable as faculty members of the leading university day schools of business.

### *Standards of Work Maintained*

The policy of the School is to maintain high standards, striving to increase these standards at every point which will make for greater efficiency. The program of training is especially designed for employed men and women who are occupied during the day

and who must find time outside of their regular working hours for both classroom work and study. The school, therefore, maintains its work on such a high qualitative basis as will give an education fairly equivalent to that offered in the usual day collegiate school of business. At the same time, its program and administrative policies are always adapted to the needs of employed men and women.

### *Administered for Adult Students*

The School of Business is wholly concerned with the educational problem of the adult, i.e., the person who has permanently left day school and gone to work. The educational needs of the adult student are distinctly different from those of the student who attends a day school of business. Northeastern University has clearly recognized these differences and has provided for the administration and conduct of the School of Business solely upon an adult education basis. The administrative and teaching staffs are constantly studying their tasks with a view of finding ways and means of making the educational service of greater value to the adult student.



## Classification and Admission

**S**TUDENTS in Northeastern University School of Business are classified as graduate and as undergraduate students as follows:

### Graduate Students

Students who hold a degree from an approved professional school or school of liberal arts are known as Graduate Students and include candidates for the degree of Master of Business Administration.

### Undergraduate Students

Those who are not graduate students are known as undergraduate students and include

1. Candidates for the degree of Bachelor of Business Administration and Bachelor of Commercial Science.
2. Candidates for the Diploma of Graduate in Accounting or Graduate in Commerce.
3. Candidates for the Certificate of Proficiency.
4. Those who are taking single courses or a combination of courses and who at the time of entrance to the School do not desire to become candidates for a degree, diploma or a certificate.

## Admission Requirements

Applicants for admission as candidates for degrees, diplomas, or certificates, are classified upon entrance to the School as regular and special students. Regular students are those who have fully met the requirements for admission at the time they entered. Special students are those who have not fully met the admission requirements at the time of entrance. Special students may be reclassified as regular students and candidates for the various degrees, diplomas, or certificates, upon meeting the requirements set forth in section "II" below.

Applicants not desiring to become candidates for a degree or diploma, are classified as special students and may be reclassified later upon application. In the event of reclassification, the subjects which have been successfully pursued, may be applied as credit towards the degree or diploma.

## I. Regular Students

Candidates for the B.B.A. or B.C.S. degrees, diplomas, or certificates, *who seek classification as regular students at the time of admission* must meet one of the following requirements:

1. Have graduated from an approved day high school or school of equal grade, or
2. Have completed satisfactorily 15 units\* of work in an approved four-year day high school, or school of equal grade, or
3. Have completed satisfactorily 12 units of secondary school work in an approved day senior high school, it being pre-supposed that 3 units of approved secondary school work have been completed in the junior high school.

## II. Special Students

(A) Applicants for admission who cannot meet the requirements as regular students and those who at the time of entrance to the School do not desire to become candidates for a degree, diploma, or a certificate, may be admitted upon meeting one of the following requirements:

1. Applicants from eighteen to twenty-one years of age who possess unusual ability may be admitted as special students provided they have completed eight units\* of work in an approved secondary school or school of equal grade prior to admission. Applicants under eighteen years of age will not be admitted under any circumstances unless they can meet the admission requirements as regular students.

Students eighteen to twenty-one years of age may be reclassified as regular students and candidates for degrees and diplomas if they present evidence of having met any one of the three requirements for regular students listed under Section I above. Such students, who are not able to present the required number of units for classification as regular students, may elect to have applied toward meeting their admission conditions courses which they have completed in the School of Business at the rate of one unit for each two semester hours. The same courses cannot be offered both as credit toward meeting admission conditions and for the degree, diploma, or certificates. Other units may be credited for work satisfactorily completed in a recognized and approved

\*A unit represents a year's study in any subject in an approved day secondary school, constituting approximately a quarter of a full year's work. A four-year day secondary school curriculum is regarded as representing not more than sixteen units of work.

evening preparatory school, a recognized and approved day high school, or by passing the examination of the College Entrance Examination Board.

2. Applicants over twenty-one years of age may be admitted as special students to any course provided in the judgment of the Committee on Administration they are qualified to pursue the course. Such students may be reclassified as regular students at the end of the first two years of study if both of the following requirements have been met:

- (a) If they have passed the prescribed Aptitude Tests.

These tests are designed to select the students qualified by general ability to profit by a university course in business. They are not examinations in the subject matter of the secondary school course. They are to test intellectual capacity and general fitness for university work rather than preparation for specific subjects.

- (b) If they have maintained an average scholarship grade of 75% in the prescribed program for the first two years of study in the School.

Determination of qualifications for reclassification as regular students under this plan is not based upon any single factor but upon all factors affecting the achievement and ability of the student in the School.

Students over twenty-one years of age at the time of admission, may also qualify for reclassification in the same manner as those from eighteen to twenty-one years of age (see "I" above).

(B) All programs whereby special students seek to remove entrance conditions and to qualify as regular students must have the approval of the Dean.

### III. Advanced Standing

Credit by advanced standing in the School may be obtained in one or both of two ways, as follows:

1. *By Transfer of Credit.* Subject to the approval of the Administrative Committee, credit may be given for work completed in other approved colleges and universities. Irrespective of the amount of credit earned in other institutions, students must complete a full year of work (at least 12 semester hours) in the School of Business before receiving the Bachelor's degree, the Diploma, or the Certificate. For the B.B.A. and the B.C.S. degrees the thesis requirement must also be met. (See page 69.) Applicants desiring credit by transfer should indicate their desire at the time the application for admission is

filed. A copy of the catalog of the institution from which the transfer is sought should accompany the application for admission.

2. *By Examination.* Applicants who desire to secure Advanced Standing Credit by examination are required to file written application for examination in those subjects for which credit is sought. Proper forms should be obtained from the School office and filed at the time the application for admission is filed. Applications for examination are approved by the Committee on Administration who will take into account previous training, business experience, and other factors showing the applicants' special preparation and ability in the subject or subjects in which credit is sought by examination.

A grade of 75% must be obtained in an examination in order to secure advanced standing credit for the subject. Upon successfully passing an examination, the applicant is given full credit as though the subject had been pursued in the School.

The same subject cannot be offered both for admission credit and as a basis for advanced standing.

### Admission of Women

Women are admitted to the School in Boston and in all Divisions except Providence upon the same basis as men and are permitted to pursue any of the courses leading to a degree, diploma or a certificate.

The number of women entering the School each year is steadily increasing. These women have seen the value of training in accounting, economics, business administration and in other fields as a preparation for positions of greater responsibility. The values of such a training should not be overlooked by those women who may be called upon to handle their own business problems or financial affairs.

### Mid-Year Entering Class

In Boston and in some of the Divisions, mid-year freshman classes are organized at the beginning of the second semester to accommodate those who find it impossible to enter the School in the fall. Special programs are provided for such classes so as to entail a minimum loss of time.

Students who enter at mid-year may qualify for graduation with the class that entered in the previous fall, by carrying six semester hours additional in subsequent years.

Students completing all requirements for the degree in February of any given year will be graduated at the June Commencement of that year.



# Tuition and Other Fees

## Matriculation Fee

**S**TUDENTS entering the School for the first time are required to file an application for admission and to pay a matriculation fee of \$5.00. This fee is payable but once irrespective of the period of study in the School, or the number of courses pursued. The fee is not refundable.

## Tuition Fees

The following table gives the tuition rates and dates of payment: (Matriculation fee is not included. See above.)

No. of Courses	Semester Charge	Total Yearly Charge	Dates Payable			
			First Semester		Second Semester	
			Sept. 28	Nov. 9	Feb. 8	March 22
One subject	\$20.00	\$40.00	\$10.00	\$10.00	\$10.00	\$10.00
Two subjects	40.00	80.00	20.00	20.00	20.00	20.00
Three subjects*	60.00	120.00	30.00	30.00	30.00	30.00
Four subjects	80.00	160.00	40.00	40.00	40.00	40.00

Students who find it impossible to pay tuition charges as indicated above should see the Bursar in person on or before the payment date and arrange for a deferred payment.

A late payment fee of \$2.00 is charged in each case where the tuition is not paid when due.

A student who enters the School after the beginning of the school year is charged tuition from the beginning of the semester in which he enters.

A late registration fee of \$5 will be charged:

- To all students entering the school for the first time who have not registered within two weeks following the opening of the classes for which they are to register, and
- To all other students who have not registered within one week following the opening of the classes in which they are to register.

A thesis fee of \$20.00 is required of all candidates for the B.B.A. degree, and \$25.00 of all candidates for the M.B.A. degree.

\*A normal program for a candidate for a degree, diploma or certificate.



## Other School Charges

A fee of \$2.00 is charged for each make-up examination or advanced standing examination and this fee must be paid on or before the date of the examination.

Students in the Journalism Classes are charged a laboratory fee of \$5.00 in addition to tuition to cover typewriter rental. This fee is payable at the beginning of the school year and is not refundable. Students are responsible for destruction or damage to typewriters due to carelessness or maliciousness. Any student furnishing his own typewriter in the classroom will be excused from the payment of this fee.

The University graduation fee, or the four-year diploma fee, is \$10, payable on or before May 1 of the year in which the student expects to graduate or receive a diploma.

## Withdrawals and Refunds

In the event a student is obliged to withdraw from the School in which he is enrolled for causes deemed adequate by the Committee on Withdrawals, the balance of the tuition paid will be refunded after the following deductions have been made:

For each course in which the student is enrolled a deduction will be made of \$2.00 a week for not exceeding 10 weeks in each semester. Attendance is computed from the opening date of the semester until the date of last attendance. No refund will be granted in any semester if a student has attended more than 10 weeks during that semester.

Matriculation, laboratory, deferred agreement and other fees are not refundable. Diploma and graduation charges are exceptions and will be refunded in the case of non-qualification.

No refunds are granted unless the application for withdrawal is filed within forty-five days after the student has ceased attendance.

No certificate of honorable dismissal will be issued to any student who has not fully met his financial obligations to the University.

## Programs of Instruction

**T**HE School provides the following major programs of instruction:

### Programs Leading to a Degree

1. Programs leading to the degree of Bachelor of Business Administration (B.B.A.) are provided for those who wish to specialize in:
  - (a) Accounting
  - (b) Business Administration
  - (c) Law and Business
2. A Program leading to the degree of Bachelor of Commercial Science (B.C.S.) is provided in the Springfield Division for those who wish to specialize in Applied Science.
3. A Program leading to the degree of Master of Business Administration (M.B.A.) is provided for Graduates of approved Colleges, Universities, and Technical Schools.

### Programs Leading to a Diploma

Four-year Programs leading to a diploma are provided in the fields of:

1. Accounting
2. Business Administration

### Programs Leading to a Certificate

Two-year Programs leading to the Certificate of Proficiency are provided in Boston in:

1. Journalism
2. Credit Management

In addition to the major programs listed above, the School also offers single or unit courses for those who may desire to specialize in one or two subjects instead of pursuing a broader program.

## The Accounting Program

This program prepares specifically for public and commercial accounting work. Adequate preparation is given to those who desire to take the American Institute of Accountants or the State C.P.A. examinations.

Public Accounting offers opportunities for advancement and financial returns of the same degree as other professions such as law, medicine, and engineering. The outstanding need of the profession, as pointed out by leading accounting firms and the American Institute of Accountants, is for college men of capability and breadth of training. The qualified college graduate begins as a junior staff assistant, in which capacity his responsibilities increase until at the end of two or three years he becomes a senior staff assistant. As a senior assistant he assumes responsibilities of greater importance and at the end of about two years, he becomes a senior accountant and is able to take on engagements under the direction of the supervisor or partner of the firm. The average yearly salary of the junior assistant is from \$1200 to \$2100; of the senior assistant from \$1800 to \$3000; of the senior accountant from \$2500 to \$5000; and of supervisors and those in charge of staffs from \$5000 to \$10,000. The income of firm members in some cases go below those listed above but usually range from \$5000 to \$25,000 and in some cases as high as \$50,000.

Those who do not plan to enter the public accounting field will find opportunities for advancement and leadership in the Accounting Departments of business firms. Financial returns and opportunities for promotion are as attractive as in public accounting.

Those who take the Accounting curriculum are provided with a background of Economics, Business Organization, Finance, Distribution and Management as well as Accounting, Auditing, and Law, the basic subjects required in the C.P.A. examination. Over fifty per cent of the instruction in the degree course in Accounting is devoted to the latter three subjects and an additional twenty-five per cent to the related fields of Economics and Finance.

## The Business Administration Program

"The field of business within the last twenty years has so widened and become so much more complex that the successful business man finds no limit set to his vision. As an executive he must possess the faculty of interpreting current events, the ability of analyzing situations and a thorough knowledge of the principles underlying all successful business practice."\*

The complexity of modern business makes it exceedingly difficult for those who are dependent upon their own experience to develop those abilities and obtain the knowledge so necessary for the desired advancement in business. A broad perspective of business organization and operation develops viewpoints and habits that promote clear thinking and sound judgments in busi-

\*Statement by Dr. Jeremiah W. Jenks, late President, Alexander Hamilton Institute.

ness decisions. This broad perspective demands not mere facts but also that executive power which can initiate plans and put them into effective operation. This power is seldom acquired from experience in details but comes from a thorough knowledge of business principles and of how to apply those principles to the solution of problems. Executive and managerial leadership demands that power; the School of Business through its Business Administration Course proposes to develop it.

The Business Administration Program provides a training in the basic principles of business so necessary to those who are to assume managerial and executive responsibility. Narrow specialization in business without the foundational training in Accounting, Economics, Finance, Marketing, and Management, frequently proves a handicap rather than an asset, when one is faced with actual business problems. Specialization should not be attempted under any circumstances until an adequate foundation has been laid. This course offers a thorough training in practical business knowledge and administration and prepares the student to become a better business man.

## **The Law and Business Program**

The complexity of modern business activity makes it highly desirable for the lawyer to have an adequate knowledge of the principles of sound business administration. Likewise it is becoming increasingly necessary for the business man to have a knowledge of law. In order to meet this need and to provide such training for law and business students, the Evening School of Law and the Evening School of Business of Northeastern University are offering a combined six-year program in business and law leading to the B.B.A. degree.

All business is organized and conducted on a legal basis. For this reason executive positions in many business enterprises demand a knowledge of the law upon the part of those who are to be successful. Underlying the present large scale marketing and production which characterize modern business is a network of law which safeguards the rights of business men as they deal with one another and also indicates the channels in which business practices shall be directed and through which they shall move. The man who approaches business with a keen knowledge of the principles of law underlying business will bring to his position an advantage which will be of inestimable value.

The combined six-year program offered by the University will provide a sound and basic knowledge of those principles of law and business so essential for success in the various fields of business. This program has been introduced in response to a request for a course of study which will adequately meet the felt needs on the part of the following groups:



- (1) Those employed in banks and trust companies;
- (2) Insurance officers and claim adjusters;
- (3) Real estate operators;
- (4) Accountants;
- (5) Those engaged in executive positions in business and industrial organizations;
- (6) Those now in the legal profession.

The courses in law and business will be taken simultaneously throughout the six-year period of study. Those completing this program and receiving the B.B.A. degree, may continue in the School of Law and qualify for the LL.B. degree in approximately two additional years of study, provided they met the requirements for admission as regular students in the Evening Division of the University at the time of their initial registration.

Those who have already completed their law training in an approved school of law may receive advanced standing credit toward the B.B.A. degree for the law courses.

## Requirements for the B. B. A. Degree

In order to become eligible to receive the Bachelor of Business Administration Degree candidates must satisfy all of the following requirements.

1. They must have met the requirements for admission (see pages 28 to 30).
2. They must have secured a minimum credit of 100 semester hours\* in the following manner:
  - (a) At least 72 semester hours\* credit through the completion of courses in the School, unless the student is admitted with advanced standing (for advanced standing credit see page 30).
  - (b) Not more than 24 semester hours\* credit for business, technical, or professional experience. Credit for such experience is granted upon the ground that the knowledges, skills, and experiences acquired in a business or industrial organization, or in professional practice, are equivalent to laboratory work. In order to obtain credit for experience, the student must meet such requirements as may, from time to time, be prescribed.
  - (c) Four semester hours\* credit for the presentation and acceptance of a prescribed thesis.

\*Unit of Credit — Semester Hour. The unit of credit for courses completed in this School is the semester hour. A semester hour of credit indicates the satisfactory completion of one sixty-minute period of classroom work per week for one semester of seventeen weeks. A course which meets two hours an evening, one evening a week for one semester has a credit value of two semester hours. A course meeting on the same basis for two semesters carries a credit value of four semester hours.



The Bachelor of Business Administration Degree is awarded to those completing either of the programs in Accounting, in Business Administration, or in Law and Business as outlined below.

The normal period of attendance for either program is six years, thirty-four weeks each year, three evenings a week and two hours each evening, except for those who enter with advanced standing credit.

The Accounting and Business Administration Seminars provide opportunities for intensive specialization under expert leadership and by means that bring the student into contact with the best and most progressive developments in modern business.

## Accounting and Business Administration Programs

### Prescribed Subjects for Both the Accounting and the Business Administration Groups

Course Number*		Semester Hours
D 1-2	Marketing Methods	4
E 1-2	Constructive English	4
E 3-4	Advanced Business English	4
Ec 1-2	Business Economics	4
Ec 3-4	Financial Organization and Management	4
Ec 7-8	Business Statistics and Forecasting	4
Ec 9	Economic History of the U. S.	2
L 1-2	Legal Aspects of Business	4
M 1-2	Fundamentals of Business	4
M 13-14	Business Policies	4
T 1	Thesis	4
	Business, Technical, or Professional Experience	24
	Total	66

### Additional Prescribed Subjects for Accounting Group Only

A 1-2	Introductory Accounting	4
A 3-4	Intermediate Accounting	4
A 7-8	Advanced Accounting Problems	4
A 9-10	Cost Accounting	4
A 11	Auditing	2
A 13-14	Income Tax Accounting	4
A 15-16	Constructive Accounting	4
A 17-18	Accounting Seminar	8
	Total	34
Total Prescribed for Accounting Group,		100 Semester Hours

\*A double number as M 1-2 or A 7-8, indicates a full year course covering both the first and second semesters. A single course number, as A 11 or Ec 9, indicates a half year course covering only one semester. The letters indicate the classification of the course as: A, Accounting; D, Distribution; Dr, Drawing and Design; Ec, Economics; E, English; L, Law; M, Management; Math, Mathematics; Sc, Science; T, Thesis.

**Additional Prescribed Subjects for Business Administration Group Only**

A 5-6	Accounting for Executives (Introductory Accounting may be substituted in place of A 5-6)	4
M 5	Business Psychology	2
M 7-8	Credits and Collections	4
Ec 5-6	Investment Principles and Practices	4
M 9-10	Industrial Management Problems	4
D 6-7	Salesmanship and Sales Management	4
D 4-5	Advertising Principles and Campaigns	4
M 15-16	Business Administration Seminar	8

Total 34

Total Prescribed for Business Administration Group, 100 Semester Hours.

**Law and Business Program****Prescribed Subjects\***

<i>Course Number</i>	<i>Subject</i>	<i>Semester Hours</i>
	Contracts	4
	Case Method of Instruction	1
	Personal Property	2
	Sales	2
	Agency	2
	Bills and Notes	2
	Property I (Rights in land and conveyances)	4
	Property II (Mortgages, landlord and tenant)	2
	Business Associations	4
	Bankruptcy	2
	Constitutional Law	3
M 1-2	Fundamentals of Business	4
E 1-2	Constructive English	4
Ec 1-2	Business Economics	4
T 1	Thesis	4
	Business, Technical, or Professional Experience	24
	Total Prescribed Semester Hours	68

**Additional Prescribed Subjects for Those Desiring to Specialize in Accounting**

A 1-2	Introductory Accounting	4
A 3-4	Intermediate Accounting	4
A 7-8	Advanced Accounting Problems	4
A 9-10	Cost Accounting	4
A 11	Auditing	2
A 13-14	Income Tax and Estate Accounting	4
A 15-16	Constructive Accounting	4
A 17-18	Accounting Seminar	6

Total Additional Prescribed Semester Hours 32

Total Prescribed for Degree 100 Semester Hours

### Additional Prescribed Subjects for Those Desiring to Specialize in Business Administration

A 5-6	Accounting for Executives	4
D 1-2	Marketing Methods	4
Ec 3-4	Financial Organization and Management	4
Ec 7-8	Business Statistics and Forecasting	4
M 9-10	Industrial Management Problems	4
M 13-14	Business Policies	4
M 15-16	Business Administration Seminar	8
		—
Total Additional Prescribed Semester Hours		32
Total Prescribed for Degree		100 Semester Hours

\*NOTE: Students in this course who are employed in Trust Departments of Banks, or are in positions where a knowledge of Trusts, Wills, and Equity is of value, may be permitted to substitute these three courses for other prescribed law courses upon approval of the Dean of the School of Business.

For a description of the Law Courses, see the catalog of the School of Law. A copy will be sent upon request.

## The Applied Science Program

Recent reports of the Society for the Promotion of Engineering Education indicate a progressive trend of engineering graduates to managerial and administrative responsibilities in American business and industry. Of the graduates of more recent classes, 16.2% go into sales and administrative work and 59.6% are in technical engineering work. Of the older graduates only 22.5% remain in technical engineering fields, whereas 63.9% are found in ownership, executive, administrative or sales work. These figures clearly indicate a trend which should not be overlooked by those who are now employed in the technical phases of engineering or by those who may be desirous of securing an engineering education.

These same reports point out that engineering graduates place economic and business subjects next in point of position to the technical engineering subjects in their program of training. A sound knowledge of the fundamental principles of science is considered of primary importance and value in an effective engineering education. A second value of primary importance to be derived from a training in engineering and applied science is the discipline in methods of thinking and habits of work. The development of accuracy and thoroughness also receives a place of major importance. These values have much to do with the evident success of so many engineering graduates in managerial and administrative positions.

Northeastern University, School of Business in offering a program in Applied Science aims to be of service to the following groups:

1. Those who are employed in the technical phases of engineering but who have not had the advantages of an advanced education in Applied Science.

2. Those who are engaged in sales or administrative work and who sense a need for furthering their education along technical lines.
3. Those who have an interest in engineering but who are unable for various reasons to attend a university day school of engineering.
4. Those who have completed or partially completed their engineering education and may desire to continue their education.

In this program, the fundamental principles of engineering science and engineering mathematics are emphasized. A training is also provided in the economics and business principles and practices so necessary for the engineer who is to assume executive or managerial responsibilities.

## Requirements for the B. C. S. Degree

Those students in the Springfield Division who desire to qualify for the Bachelor of Commercial Science Degree in Applied Science must satisfy all the requirements outlined on page 37 under 1 and 2.

The program as outlined below is offered only in the Springfield Division. A similar program but with some modifications can be made available to students in Boston who may desire a training of this nature. Such students should confer with the Dean or the Registrar.

The normal period of attendance for this program is six years, thirty-four weeks each year, three evenings a week and two hours each evening except for those who enter with advanced standing credit. The Bachelor of Commercial Science Degree is awarded upon the completion of the following program:

### Prescribed Subjects

Course Number*	Subjects	Semester Hours
A 5-6	Accounting for Executives	4
Dr 1-2	Elementary Engineering Drawing	4
Dr 3-4	Engineering Drawing	4
Dr 7-8	Design	4
E 1-2	Constructive English	4
Ec 1-2	Business Economics	4
Ec 7-8	Business Statistics and Forecasting	4
M 1-2	Fundamentals of Business	4
M 10-11	Industrial Management Problems	4
Math 1-2	Engineering Mathematics	4
Math 3-4	Advanced Mathematics	4
Sc 1-2	Practical Physics	4
Sc 3-4	Applied Mechanics	4
Sc-5 6	Strength of Materials	4
Sc 7-8	Elements of Electricity	4
Sc 9-10	Chemistry	4
T 1	Thesis	4
	Business, Technical or Professional Experience	24
Total Prescribed Semester Hours		92

## Elective Subjects

(8 semester hours to be chosen)

A 9-10	Cost Accounting	4
A 15-16	Constructive Accounting	4
D 1-2	Marketing Methods	4
E 3-4	Advanced Business English	4
Ec 3-4	Financial Organization and Management	4
L 1-2	Legal Aspects of Business	4
Sc 11-12	Heat Engineering	4

\*A double number, as M 1-2 or A 7-8, indicates a full year course covering both the first and second semesters. A single course number, as A 11 or Ec 9, indicates a half year course covering only one semester. The letters indicate the classification of the course as: A, Accounting; D, Distribution; Dr, Drawing and Design; Ec, Economics; E, English; L, Law; M, Management; Math, Mathematics; Sc, Science; T, Thesis.

## Master's Degree Program

The graduate program for the Master of Business Administration (M.B.A.) degree provides a broad foundational training in general business and does not presuppose preliminary study in the field of business. The courses have been selected with a view to giving the student a well-rounded training of an intensive nature in the following main phases of business:

Finance	Management
Accounting	Marketing
Statistics and Forecasting	

In so far as possible, problem and case materials are used as the basis of work in these fields. Opportunity is thus afforded the student to apply business principles in arriving at the solutions of typical business situations. It is expected that the work of the graduate student will be of a qualitative nature, and for that reason high scholastic requirements are maintained.

## Requirements for the M. B. A. Degree

In order to qualify for the Master of Business Administration Degree, candidates must satisfy all of the following requirements:

1. They must have received a Bachelor's Degree from an approved College, University or Technical School, the approval of the degree being in all cases determined by the Administrative Committee.
2. They must have completed the courses, or their equivalent, and the thesis prescribed under Group A, and in addition, select from the Group B field at least eight semester hours. Advanced standing credit will be granted for graduate work completed in other institutions, but in no case can such credit exceed a total of 18 semester hours.



3. They must present an acceptable thesis (see page 69 for thesis requirements).
4. In addition to meeting the individual course requirements they must pass an oral examination given by a committee of the Faculty (see page 44 for statement on this examination).

Candidates for admission to this course are expected to have completed a satisfactory course in General Economics as a part of their college program. In the absence of this training the candidate will be required to enroll for the undergraduate course in Business Economics (Ec-1-2). No credit can be given for this course toward the M.B.A. degree.

All courses listed in Group A are required and the candidate must select from Group B such additional courses as are necessary to complete the hour requirements for the degree.

### Group A (All Required)

<i>Course Number*</i>	<i>Subject</i>	<i>Semester Hours</i>
A 5-6	Accounting for Executives	4
D 1-2	Marketing Methods	4
Ec 3-4	Financial Organization and Management	4
Ec 7-8	Business Statistics and Forecasting	4
M 9-10	Industrial Management Problems	4
M 13-14	Business Policies	4
T 2	Thesis	4
Total Semester Hours required		28

### Group B

(Minimum of 8 semester hours to be selected)

<i>Course Number</i>	<i>Subject</i>	<i>Semester Hours</i>
A 3-4	Intermediate Accounting	4
A 7-8	Advanced Accounting Problems	4
A 9-10	Cost Accounting	4
A 11	Auditing	2
A 15-16	Constructive Accounting	4
A 17-18	Accounting Seminar	8
D 4-5	Advertising Principles and Campaigns	4
D 6-7	Salesmanship and Sales Management	4
Ec 5-6	Investment Principles and Practice	4
M 15-16	Business Administration Seminar	8

\*A double course number, as M 1-2 or A 7-8, indicates a full year course covering both the first and second semesters. A single course number, as A 11 or Ec 9, indicates a half year course covering only one semester. The letters indicate the classification of the course as: A, Accounting; D, Distribution; Dr. Drawing and Design; Ec, Economics; E, English; L, Law; M, Management; Math, Mathematics; Sc, Science; T, Thesis.

A thesis is required of all candidates for the M.B.A. degree. This thesis should give evidence of the following:

1. Investigation and collection of data as a basis for the thesis.
2. Presentation of the essential principles of business which are related to the field covered by the thesis.
3. Demonstration of the candidates' ability to apply these principles of business to the data set forth in the thesis and specifically to the problem raised by the thesis.

The following requirements pertaining to the thesis should be kept in mind:

1. The candidate is required to file with the Dean the subject and outline of his thesis, not later than October 1st of the school year in which he expects to receive his degree. For example, the candidate expecting to graduate in June 1932 should file his subject and outline not later than Oct. 1, 1931. Following the filing of the subject and outline, the candidate will be called into conference for further instructions.
2. Not later than April 1st of the year in which the candidate expects to graduate, the completed thesis must be presented in preliminary form, preferably typewritten and unbound. The thesis will then be reviewed by a special committee appointed by the Dean.

The examination requirements to be met by all candidates are as follows:

1. Candidates are required to pass satisfactorily the final written examinations and the required term work in each course. A minimum passing grade of 80% is required, both in the final examination and the term work.
2. After the thesis has been accepted, the candidate is required to defend his thesis in an oral examination conducted by a committee of the Faculty. This examination also tests the candidate's mastery of the courses and fields covered in Group A and Group B.

## Diploma Programs

Those who may not wish to work for a degree and who desire a shorter and more intensively specialized program may qualify either for a Diploma of Graduate in Accounting, or Graduate in Business Administration.

## **Program in Accounting**

This course of study provides an intensive but thorough preparation in Accounting and prepares the student for the American Institute and the State C. P. A. Examinations in the shortest possible time consistent with thoroughness and quality of instruction. Only those students should undertake this program who are capable of maintaining work of high scholarship under intensive pressure. This program is difficult and should not be undertaken by those who have any hesitation about working under most difficult and trying conditions. Such students should take instead the longer degree program where the concentration of Accounting subjects is not so great as in the diploma program.

## **Program in Business Administration**

This program has been provided for those who desire the foundational training in the administration and management of a business enterprise. Those desiring a complete preparation for executive and administrative responsibilities should follow the degree program. This shorter program is provided for those who because of time limitations cannot complete the longer program.

## **Requirements for the Diploma**

In order to qualify for the Diploma candidates must satisfy the following requirements:

1. They must have met the requirements for admission (see pages 28 to 30).
2. They must have secured a minimum credit of 56 semester hours in the following manner:
  - (a) At least 48 semester hours credit through the completion of courses in the School, unless the student is admitted with advanced standing (for advanced standing credit statement see page 30).
  - (b) Not more than 8 semester hours credit for business, industrial, or professional experience. Credit for such experience is granted upon the ground that the knowledges, skills, and experiences acquired in a business or industrial organization, or in professional practice, are equivalent to laboratory work. In order to obtain credit for experience, the student must meet such requirements as may, from time to time, be prescribed.

Upon the completion of a diploma program the student may continue with his studies and qualify for a degree without loss of credit. Transfer from a diploma program to a degree program may be made at any time.

The normal time required to complete either of the programs leading to the Diploma is four years' attendance, thirty-four weeks each year, three evenings each week for two hours an evening, except in the cases of those who enter with advanced standing credit.

The Diploma of Graduate in Accounting or Graduate in Business Administration is awarded to those completing either of the programs outlined below:

### Prescribed Subjects for Both Programs

Course Number*	Subject	Semester Hours
E 1-2	Constructive English	4
Ec 1-2	Business Economics	4
Ec 3-4	Financial Organization and Management	4
L 1-2	Legal Aspects of Business	4
M 1-2	Fundamentals of Business	4
	Business or Professional Experience	8
Total		28

### Additional Prescribed Subjects for Accounting Program

A 1-2	Introductory Accounting	4
A 3-4	Intermediate Accounting	4
A 7-8	Advanced Accounting Problems	4
A 9-10	Cost Accounting	4
A 11	Auditing	2
A 15-16	Constructive Accounting	4
A 17-18	Accounting Seminar	6
Total		28
Total Prescribed for Accounting Diploma		56 Semester Hours

### Additional Prescribed Subjects for Business Administration Program

A 5-6	Accounting for Executives	4
D 1-2	Marketing Methods	4
E 3-4	Advanced Business English	4
Ec 7-8	Business Statistics and Forecasting	4
Ec 9	Economic History of the U. S.	2
M 5	Business Psychology	2
M 7-8	Credits and Collections	4
M 9-10	Industrial Management Problems	4
Total		28
Total Prescribed for Business Administration Diploma		56 Semester Hours

\*A double course number, as M 1-2 or A 7-8, indicates a full year course covering both the first and second semesters. A single course number, as A 11 or Ec 9, indicates a half year course covering only one semester. The letters indicate the classification of the course as: A, Accounting; D, Distribution; Dr, Drawing and Design; Ec, Economics; E, English; L, Law; M, Management; Math, Mathematics; Sc, Science; T, Thesis.

## Requirements for the Certificate in Journalism\*

A course in journalism is well adapted to individual progress since it contributes to independent self-direction. Through the opportunity for the acquisition of knowledge, the development of confidence in the ability to achieve, the unfolding of personality and the exercise of initiative, the student of journalism begins to establish and maintain his ideals and exercise himself as an individual.

Those who would succeed as writers must be curious about persons, about events, and about everything around them. A sense of curiosity leads the writer to discover, and see, that which others fail to see. The successful writer is also able to understand what he sees and hears, and to interpret the significance of what he discovers. The ability to sift the interesting and important items from the mass of events and to arrange them in a clear and logical presentation, is a most important essential to success in journalism.

This program is designed to teach journalism from a practical viewpoint. Students in this program will find their spare time occupied in learning to write well under pressure of a busy classroom, to concentrate under conditions not ordinarily prevailing in study, and to size up situations quickly and accurately, analyze them, and write entertainingly and convincingly about them.

Those desiring to become eligible for the Certificate of Proficiency in Journalism must satisfy all of the following requirements:

1. They must have met the requirements for admission (see pages 28 to 30).
2. They must have secured a minimum credit of 24 semester hours through the completion of the prescribed program.
3. They must present an article, feature story, or other contribution, showing their proficiency in journalism. Such a contribution must contain at least 5000 words and must show the candidates' ability in journalistic technique.

The normal program requires attendance two hours an evening, three evenings a week, thirty-two weeks for a period of two years. Students may, however, attend only one or two evenings a week, depending upon the individual courses selected.

*\*This program is offered only in Boston.*



### Prescribed Subjects

Course Number	Subject	Semester Hours
E 7-8	Applied Writing	4
E 9-10	Advanced English Composition	4
E 11-12	Newspaper Writing	8
E 13-14	Advanced Journalism	8
Total Semester Hours Prescribed for Certificate		<u>24</u>

Courses E 7-8 and E 9-10 meet one evening a week throughout the year. Courses E 11-12 and E 13-14 meet two evenings a week or the equivalent throughout the year.

## Requirements for the Certificate in Credit Management

The credit man is the final conservator of a business. He must be constantly on guard for the slightest signs of financial danger and be ready to take prompt and effective action to avert disaster to his company or to lend a helping hand to a customer. He must be methodical, painstaking, and a keen student of markets, human nature, and the elements of business integrity. He must be a tactful correspondent, a student of business conditions and the causes of business failures and successes. He should possess a knowledge of accounting, economics, law, marketing, and finance.

Upon successful completion of the two-year program the student is awarded the Certificate of Proficiency in Credit Management. This program also covers all required subjects leading to the Junior and Senior Certificates issued by the National Institute of Credit. Northeastern University is co-operating fully with the local Chapters of the National Institute of Credit in offering these courses. A student completing the two-year Certificate program at the same time fulfills all requirements for both the Junior and Senior Certificates of the Institute, with the exception that for the Senior Certificate the candidate is expected to present evidence of ten years of successful Credit experience.

Those desiring to qualify for the Certificate in Credit Management must satisfy all of the following requirements:

1. They must have met the requirements for admission (see pages 28 to 30).
2. They must have secured a minimum of 24 semester hours credit through the completion of courses in this School unless the student is admitted with advanced standing (for advanced standing credit see page 30).

The following program meets the requirement of the Certificate of Proficiency in Credit Management: (See page 49.)

## SCHEDULE OF CLASSES

Northeastern University, School of Business

\*Key to Buildings  
H—Huntington  
M—Main  
L—Laboratory

For the School Year Beginning September 28, 1931 and Ending June 3, 1932

## Degree Program in Accounting

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
Freshmen	Introductory Accounting	4	Sept. 28	Monday	H-55	Monday	H-55
	Section I		Sept. 28	Monday	H-54	Monday	H-54
	Section II	4	Sept. 30	Wednesday	H-32	Wednesday	H-32
	Fundamentals of Business	4	Oct. 2	Friday	H-46	Friday	H-46
Sophomores	Constructive English	4					
	Marketing Methods	4	Sept. 28	Monday	H-20	Monday	H-20
	Intermediate Accounting	4	Sept. 29	Tuesday	H-54	Tuesday	H-54
Lower Middlers	Business Economics	4	Oct. 1	Thursday	H-20	Thursday	H-20
	Accounting Problems	4	Sept. 28	Monday	L-103	Monday	L-103
	Financial Organization	4	Sept. 30	Wednesday	H-46	Wednesday	H-46
Upper Middlers	Cost Accounting	4	Oct. 1	Thursday	H-54	Thursday	H-54
	Accounting Problems	4	Sept. 28	Monday	L-103	Monday	L-103
	Business Associations	2	Sept. 30	Wednesday	M-258	Wednesday	M-258
	Commercial Papers	2	Feb. 10	Thursday	H-54	Thursday	H-54
Juniors	Cost Accounting	4	Oct. 1	Thursday	H-54	Thursday	H-54
	Auditing	2	Oct. 2	Friday	H-54	Friday	H-54
	Economic History of United States	2	Feb. 12				
		2					

Seniors Program to be arranged in conference with the Dean or the Registrar

## Degree Program in Business Administration

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
Freshmen	Constructive English	4	Sept. 28	Monday	H-46	Monday	H-46
	Fundamentals of Business	4	Sept. 30	Wednesday	H-32	Wednesday	H-32
	Marketing Methods	4	Oct. 2	Friday	H-20	Friday	H-20
Sophomores	Salesmanship and Sales Management	4	Sept. 28	Monday	L-203	Monday	L-203
	Business Economics	4	Oct. 1	Thursday	H-20	Thursday	H-20
	Business Psychology	2	Oct. 2	Friday	L-203	Friday	H-54
	Economic History of the United States	2	Feb. 12				
Lower Middlers	Advanced Business English	4	Sept. 28	Monday	M-361	Monday	M-361
	Financial Organization	4	Sept. 30	Wednesday	H-46	Wednesday	H-46
	Accounting for Executives	4	Oct. 2	Friday	L-103	Friday	L-103
Upper Middlers	Advanced Business English	4	Sept. 28	Monday	M-361	Monday	M-361
	Business Associations	2	Sept. 30	Wednesday	M-258	Wednesday	M-258
	Commercial Papers	2	Feb. 10	Thursday	L-203	Thursday	L-203
	Industrial Management Problems	4	Oct. 1	Thursday	L-203	Thursday	L-203
Juniors**	Credits and Collections	4	Sept. 30	Wednesday	L-203	Wednesday	L-203
	Industrial Management Problems	4	Oct. 1	Thursday	L-203	Thursday	L-203

Seniors Program to be arranged in conference with the Dean or the Registrar.

The Huntington building is located between Symphony Hall and Gainsboro Street. Enter to Second floor at Numbers 253, 271 or 285 Huntington Avenue. The Main Building is at 312 to 320 Huntington Avenue. The Laboratory Building is reached via the board walk from Huntington Avenue just below the 320 entrance to the Main Building.

\*Elective, 4 semester hours or the equivalent from the following subjects:

*Mondays:* Salesmanship and Sales Management, Advertising Policies and Plans if Advertising Principles has been previously taken, Investment Principles and Practice, Mathematics of Business, Income Tax Accounting; *Tuesdays:* Public Speaking, Advanced English Composition, Purchasing and Commodities; *Fridays:* Economic History of the United States.

## Degree Program in Law and Business

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
First Year (only in 1931-32)	Constructive English (1st half only)*	2	Sept. 28	Monday	H-46	.....	.....
	Personal Property	2	Jan. 26	.....	.....	Tuesday	H-32
	Fundamentals of Business	4	Sept. 30	Wednesday	H-32	Wednesday	H-32
	Contracts	4	Sept. 24	Thursday	H-44	Thursday	H-44
	Case Method**	1	Oct. 2	Friday	H-32	.....	.....

\* The second half of Constructive English to be completed during the second year.

\*\* The course on the Case Method is conducted for 8 two-hour sessions.

## Diploma Program in Accounting

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
First Year	Introductory Accounting Section I	4	Sept. 28	Monday	H-55	Monday	H-55
	Section II	4	Sept. 28	Monday	H-54	Monday	H-54
	Fundamentals of Business	4	Sept. 30	Wednesday	H-32	Wednesday	H-32
	Constructive English	4	Oct. 2	Friday	H-46	Friday	H-46
Second Year	Income Tax Accounting	4	Sept. 28	Monday	M-354-55	Monday	M-354-55
	Intermediate Accounting	4	Sept. 29	Tuesday	H-54	Tuesday	H-54
	Business Economics	4	Oct. 1	Thursday	H-20	Thursday	H-20
Third Year	Advanced Accounting Problems	4	Sept. 28	Monday	L-103	Monday	L-103
	Business Associations	2	Sept. 30	Wednesday	M-258	.....	.....
	Commercial Papers	2	Feb. 10	.....	.....	Wednesday	M-258
	Cost Accounting	4	Oct. 1	Thursday	H-54	Thursday	H-54
Fourth Year	Income Tax Accounting	4	Sept. 28	Monday	M-354-55	Monday	M-354-55
	Cost Accounting	4	Oct. 1	Thursday	H-54	Thursday	H-54
	Auditing	2	Oct. 2	Friday	H-54	.....	.....
	Commercial Papers	2	Feb. 10	.....	.....	Wednesday	M-258

## Diploma Program in Business Administration

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
First Year	Constructive English	4	Sept. 28	Monday	H-46	Monday	H-46
	Fundamentals of Business	4	Sept. 30	Wednesday	H-32	Wednesday	H-32
	Marketing Methods	4	Oct. 2	Friday	H-20	Friday	H-20
Second Year	Salesmanship and Sales Management	4	Sept. 28	Monday	L-203	Monday	L-203
	Business Economics	4	Oct. 1	Thursday	H-20	Thursday	H-20
	Business Psychology	2	Oct. 2	Friday	L-203	.....	.....
	Economic History of the United States	2	Feb. 12	.....	.....	Friday	H-54
Third Year*	Financial Organization	4	Sept. 30	Wednesday	H-46	Wednesday	H-46
	Accounting for Executives	4	Oct. 2	Friday	L-103	Friday	L-103
Fourth Year†	Industrial Management Problems	4	Oct. 1	Thursday	L-203	Thursday	L-203

\* Elective, 4 semester hours or equivalent from the following subjects: *Mondays:* Salesmanship and Sales Management, Advanced Business English, Mathematics of Business. *Tuesdays:* Public Speaking, Advanced English Composition, Purchasing. *Thursdays:* Industrial Management Problems.

† Elective, 8 semester hours or equivalent from the following subjects: *Mondays:* Salesmanship and Sales Management, Investment Principles and Practice, Advanced Business English, Mathematics of Business. *Tuesdays:* Public Speaking, Advanced English Composition, Purchasing. *Wednesdays:* Advertising Principles, Advertising Production, Business Associations, Commercial Papers, Credits and Collections. *Fridays:* Accounting for Executives, Economic History of the United States.



## Certificate Program in Journalism

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
First Year	Applied Writing Newspaper Writing	4 8	Oct. 1 Sept. 28	Thursday Monday and Tuesday	M-356 H-22	Thursday Monday and Tuesday	M-356 H-22
Second Year	Advanced English Composition Advanced Journalism	4 8	Sept. 29 Oct. 3	Tuesday Saturday Afternoon	H-55 H-22	Tuesday Saturday Afternoon	H-55 H-22

## Certificate Program in Credit Management

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
First Year	Constructive English Credits and Collections Accounting for Executives	4 4 4	Sept. 28 Sept. 30 Oct. 2	Monday Wednesday Friday	H-46 L-203 L-103	Monday Wednesday Friday	H-46 L-203 L-103
Second Year	Marketing Methods Public Speaking Law of Commercial Papers Business Economics	4 2 2 4	Sept. 28 Sept. 29 Feb. 10 Oct. 1	Monday Tuesday ..... Thursday	H-20 H-40 ..... H-20	Monday ..... Wednesday Thursday	H-20 ..... M-258 H-20

## Suggested Program for Sales Training

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
First Year	Salesmanship and Sales Management Fundamentals of Business Marketing Methods	4 4 4	Sept. 28 Sept. 30 Oct. 2	Monday Wednesday Friday	H-203 H-32 H-20	Monday Wednesday Friday	L-203 H-32 H-20
Second Year	Constructive English Advertising Principles Advertising Production Business Economics	4 2 2 4	Sept. 28 Sept. 30 Feb. 10 Oct. 1	Monday Wednesday ..... Thursday	H-46 H-54 ..... H-20	Monday ..... Wednesday Thursday	H-46 ..... H-54 H-20

## Suggested Program for Advertising Students

Classes	Subject	Sem Hrs.	Opening Date	First Semester		Second Semester	
				Evening	Room	Evening	Room
First Year	Marketing Methods Advertising Principles Advertising Production Applied Writing	4 2 2 4	Sept. 28 Sept. 30 Feb. 10 Oct. 1	Monday Wednesday ..... Thursday	H-20 H-54 ..... M-356	Monday Wednesday Thursday	H-20 H-54 M-356
Second Year	Advertising Policies and Plans Advanced English Composition Business Economics or Fundamentals of Business	4 4 4 4	Sept. 28 Sept. 29 Oct. 1 Sept. 30	Monday Tuesday Thursday Wednesday	M-253 H-55 H-20 H-32	Monday Tuesday Thursday Wednesday	M-253 H-55 H-20 H-32

## SUMMARY OF COURSES OFFERED

<b>Accounting</b>		
	<i>Evening</i>	<i>Room</i>
Introductory Accounting	Monday	H-54-55
Advanced Accounting Problems	Monday	L-103
Income Tax Accounting	Monday	M-354-55
Intermediate Accounting	Tuesday	H-54
Cost Accounting	Thursday	H-54
Accounting for Executives	Friday	L-103
Auditing	Friday	H-54
<b>Distribution</b>		
Marketing Methods	Monday	H-20
Salesmanship and Sales Management	Monday	L-203
Advertising Policies and Plans	Monday	M-253
Advertising Principles (1)	Wednesday	H-54
Advertising Production (2)	Wednesday	H-54
<b>Economics</b>		
Investment Principles and Practice	Monday	L-204
Financial Organization and Management	Wednesday	H-46
Business Economics	Thursday	H-20
Economic History (2)	Friday	H-54
<b>Law</b>		
Personal Property (2)	Tuesday	H-32
Business Associations (1)	Wednesday	M-258
Commercial Papers (2)	Wednesday	M-258
Contracts	Thursday	H-44
Case Method (1)	Friday	H-32
<b>English</b>		
Constructive English Sec. I	Monday	H-46
Advanced Business English	Monday	M-361
Newspaper Writing	Monday and Tuesday	H-22
Public Speaking (1) Sec. I	Tuesday	H-40
Public Speaking (2) Sec. III	Tuesday	H-40
Advanced English Composition	Tuesday	H-55
Advanced Journalism	Wednesday and Friday	H-22
Applied Writing	Thursday	M-356
Public Speaking (1) Sec. II	Thursday	H-40
Constructive English Sec. II	Friday	H-46
<b>Management</b>		
Purchasing and Commodities	Tuesday	H-46
Fundamentals of Business	Wednesday	H-32
Credits and Collections	Wednesday	L-203
Industrial Management Problems	Thursday	L-203
Business Psychology (1)	Friday	L-203
<b>Mathematics</b>		
Mathematics of Business	Monday	M-356

Courses marked (1) are offered in the first semester only and those marked with a (2) in the second semester only. All other courses run throughout the year.

All courses are described on Pages 50-69 of the current catalog.

Those desiring to enroll for one or two courses may do so irrespective of the year in which the courses are offered in the regular programs, provided they have had the preliminary training or experience necessary to enable them to carry the course or courses to the satisfaction of the University.



### Prescribed Subjects

The following subjects are required of all students:

<i>Course Number</i>	<i>Subject</i>	<i>Semester Hours</i>
M 7-8	*Credits and Collections	4
A 5-6	*Accounting for Executives	4
Ec 1-2	*Business Economics	4
D 1-2	**Marketing Methods	4
E 1	*Constructive English	2
E 5	**Public Speaking	2
L 1-2	**Legal Aspects of Business	4
Total Required Semester Hours		<u>24</u>

\*These courses meet the requirements for the Junior Certificate.

\*\*In addition to the courses required for the Junior Certificate, these courses fulfill the requirements for the Senior Certificate. The second half of Credits and Collections is required for the Senior Certificate.

In view of the special requirements of the National Institute of Credit, it is not possible to allow elective courses in this program unless special approval is secured upon special application from the Dean.

## Description of Courses

THE University reserves the right to withdraw, modify or add to the courses offered, or to change the order of courses in curriculums as may seem advisable.

The University further reserves the right to withdraw in any year any elective or special course for which less than twenty enrollments have been received. Regular students so affected by such withdrawal will be permitted to choose some other course. In the case of special students a full refund of all tuition and other fees will be made.

Students should consult the local schedule of classes for information as to courses given during the present year.

All full year courses are numbered with a double consecutive number and all semester courses with a single number. The letter or letters immediately preceding the numbers indicate the classification of the course.

### ACCOUNTING (A)

*Applicants for admission to the School who have had experience in accounting or bookkeeping or who have pursued systematic courses in institutions of less than college grade may take an Advanced Standing examination in Introductory Accounting. Those who pass this examination will be admitted to Intermediate Accounting and will receive full credit for Introductory Accounting. See Advanced Standing examinations, page 30.*

#### Introductory Accounting (A 1-2)

No previous knowledge of bookkeeping necessary.

This course is intended as an introduction to the study of Accounting and aims to explain and illustrate fundamental principles underlying accounting practice.

Those who are engaged as junior accountants, bookkeepers, assistant bookkeepers, clerks and others who desire a knowledge of the principles of accounting will find this course valuable.

The course deals primarily with the fundamental principles of accounting as applied to the sole proprietorship and starts with an elementary consideration of the balance sheet and the profit and loss statement. The following subjects are developed in this course:

Introduction to the balance sheet method; simple balance sheet and nominal accounts; mechanical construction of accounts; the use and forms of the ledger and journal accounts; methods of taking trial balances; simple balance sheet and profit and loss statement; classification of assets and liabilities; trading and expense accounts; business procedure and forms; closing the books, including the making of the proper journal and closing entries and preparation of accounts for the profit and loss statement. Attention in this section of the course is also given to the use of drafts, notes, and acceptances and to the arithmetical processes dealing with the figuring of interest, discount, and present worth; the use and establishment of the petty cash fund; adjusting entries; the use of the working sheet; set up of balance sheet; controlling accounts and columnar books of entry; manufacturing account, including a very simple study of the factors of financial costs; a study and interpretation of raw materials, direct labor, and manufacturing expenses; goods in process; statements of cost of goods manu-

factured; partnerships, including formation, partner's account, admission of partner; distribution of profits and losses; investments of capital; arrangement of the proprietorship section on the balance sheet; evaluation of balance sheet accounts.

Problem assignments are made each week and typical accounting sets are worked out.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Intermediate Accounting (A-3-4)**

Prerequisite: Accounting 1-2 or equivalent. Students who pass an advanced standing examination in Accounting 1-2 will be admitted to this course.

This course is designed to give the student an insight into the more advanced phases of general accounting as applied to the manufacturing type of business and to the corporate form of organization.

Junior accountants, treasurers, comptrollers, bookkeepers and others will find this course most helpful in providing a training in the analysis of corporation balance sheets and operating statements.

This course emphasizes the following topics:

A review of the principles underlying the partnership form of organization; formation of a partnership; opening of the partnership books; distribution of profits; admission of new partner; dissolution and liquidation; formation of a corporation; books, accounts and entries peculiar to a corporation; rights, duties and legal obligations; authorization of capital stock; opening corporation books; common and preferred stock; stockholders' rights and obligations; stockholders' ledger; management of corporation; directors' rights and duties; subscriptions to capital stock and necessary entries; treasury stock; capital surplus; no par stock; dividends; surplus account; partnership and corporation balance sheets; bonds, premiums and discounts; treasury bonds; redemption of bonds; sinking fund; voucher payable register; classification of accounts, including goodwill, patents, trademarks and copyrights, inventory accounts, depreciation, manufacturing expenses, capital stock accounts, reserve accounts, etc.; accounting of profits; statements at the end of the accounting period; analysis of statements; division of partnership profits; corporation accounts; controlling accounts; factory ledger; installment sales; agency and branch accounts; insurance; consignments; venture accounts; corporation dissolution, retirement, liquidation, and sale; comparative balance sheets and profit and loss statements; surplus adjustments; depreciation; and analysis and interpretation of accounts and statements.

Weekly assignments are made of problems and readings.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Accounting for Executives (A-5-6)**

(Omitted in 1931-32 in Worcester, Springfield and Providence.)

This course is designed for those who are primarily interested in Accounting as a method of interpreting business transactions in terms of management and administration. No previous knowledge of bookkeeping or accounting is necessary as a prerequisite to this course. The course is required of all candidates for the B.B.A. degree or the diploma of Graduate in Business Administration.

The course is primarily concerned with the interpretation of accounts from the viewpoint of the business executive. Accounting is emphasized as a means to an end, i.e., as a tool for administrative control.

The content of the course is as follows: accounting in business from the investor-manager, the creditor, and the public points of view; balance sheet and profit and loss statements, their structure and preparation; special analytical statements. Corporation accounts involve a study of authorized capital stock; stock subscriptions; discounts and premiums on stock; treasury stock; and stock

without par value. A section of the course deals with the determination of revenue and involves a study of cash versus receivables, accruals and inventories; operating versus non-operating revenue; returnable containers and deferred credits to revenue; and offsets to gross revenue before "net sales". Another section emphasizes the determination of expense, capital value and "cost incurred," and involves a study of such items as cash versus accruals, payables and inventories; operating expense versus deduction from net revenue; accounting for estimated inventory losses; nature and necessity of depreciation expense; apportioning depreciation expense; capital versus revenue expenditures; billed costs versus money actually paid; charges to expense versus charges to purchase and manufacturing costs; and determining costs in terms of "normal activity". The latter part of the course is devoted to a study of the balance sheet valuation and analysis.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Advanced Accounting Problems (A-7-8)

Prerequisite: Accounting 3-4.

This course is arranged for those who plan to take the C.P.A. examination, or who desire more advanced training in general accounting. The object of this course is to provide an intensive training in the solution of problems and the preparation of statements pertaining to corporations and partnerships with discussion of the principles involved. While the subjects in this course are similar to those in the Accounting 1-2 and 3-4 courses, they are treated in greater detail and are more advanced.

Problems are selected to cover the following subjects:

Advanced partnership problems, involving dissolution and sale of business, good will and bonus, liquidation in installments, loans and right of offset; application of funds; accounting for variation in net profit; inventories; notes and acceptances receivable; accounts receivable; estate accounting; fixed assets and depreciation; appraisals and depreciation; good will; intangible assets; temporary and permanent investments; stocks and bonds; amortization; reserves; consolidations, mergers and holding companies; consolidated balance sheet; consolidated profit and loss and surplus statements; current, fixed and contingent liabilities; correction of statements and books.

Problems are assigned each week with solutions and principles being discussed the following week. The course consists mainly of the solution of problems covering the more advanced phases of accounting with emphasis upon the application of the principles involved to conditions in actual practice.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Cost Accounting (A-9-10)

(Omitted in Providence in 1931-32.) Prerequisite: Accounting 3-4 or satisfactory experience.

This course is an analytical study of the expense incurred in carrying on business. Students in this course compare the several cost elements with standard figures, with resulting values received in products or services, and with the income made by selling the products. The study is concerned with every type of business rather than manufacturing alone. Many problems and cases are used throughout the course so that an actual condition may be reflected.

This course is designed for comptrollers, auditors, cost clerks, time clerks, factory accountants, public accountants, and others interested in a thorough treatise on cost finding.

The course takes up a study of the following: Cost accounting and financial control; cost accounting for operating control; cost accounting and sales policies; survey of cost records; purchase of materials and their uses; physical and book inventories; labor costs; incentive wage systems; burden content and accumula-



tion; burden distribution; depreciation maintenance and plant ledgers; commercial and administration overhead; summarizing costs.

Problems and cases are used for further study in job costs, process costs, costs by class production, cost reports and standard costs and their uses. Further study is made of special phases of cost work including the use of ledgers in cost accounting, cost accounting in banks, manufacturing budget, cost activities of trade and professional associations and more advanced causes of overhead.

Many illustrative problems are assigned, some to be written up outside and others to be worked out in class. A special practice set covering one month's transaction is required to be written up by the students.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Auditing (A-11)

(Omitted in 1931-32 in Worcester.) Prerequisite: Accounting 3-4.

The purpose of this course is to present the principles and practices of auditing and the conditions under which the work is performed in such a manner that the student may develop from his study a workable technique. The course endeavors to keep before the student at all times the purposes for which he is to be engaged as an auditor and the practical benefits that may be expected of him from his clients.

This course is for those who desire either to enter the field of public accounting or to prepare for the position of auditor or comptroller within a business organization, and for the executive who wishes to become acquainted with auditing procedure and its relationship to general accounting.

Following is a topical outline of the course: Auditing defined, types and classes; qualifications of auditor; requirements of auditor; how to begin an audit; detail work of an audit; detailed discussion of examination of items on balance sheet; work to be done in a balance sheet audit; necessary verification for detailed audit; working papers; production; form; arrangement; indexing; filing; importance; reports, preparation and compilation; reading of and discussing actual reports; and certificates.

Weekly written assignments consisting of cases are required. The cases are supplemented by actual audits taken from practice and put into such form that the students are required to make all the adjusting entries, make up an audit program, prepare financial statements and write reports.

Sixteen weeks, 1 evening a week for 2 hours.

Two semester hours credit.

### Income Tax Accounting (A-13-14)

(Omitted in 1931-32 in Worcester and Providence.) Prerequisite: Accounting 3-4 or equivalent.

This course is intended to give the student a comprehensive understanding of the principles and procedure underlying Federal and State income tax accounting.

The course is particularly arranged to satisfy the requirements of business men, lawyers and accountants.

A detailed study is made of the administration of Federal and State tax laws, and the application of both laws to the incomes of individuals, partnerships, corporations and fiduciaries.

Treasury and Tax Department regulations and rulings are studied as well as decisions of the Board of Tax Appeals and various Federal and State Courts. Emphasis, however, is placed on actual preparation of tax returns both in class discussion and for outside assignments.

The procedure in handling various claims and reports of Internal Revenue Agents is also a part of this course.

As far as possible the problems discussed, ranging from the simple to complicated, are taken from actual tax and accounting practice.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.



### Constructive Accounting (A-15-16)

(Omitted in 1931-32 in Boston, Worcester and Providence.) Prerequisite: Accounting 7-8.

The purpose of this course is to outline the principles of system construction, the procedure of system installation and to illustrate the application of systematizing to the problems of Accounting.

Students who are preparing for the C.P.A. or American Institute Examinations, Junior or Senior accountants, and those in charge of accounting departments will find much of interest in this course.

The course includes the study of the organization of the accounting office; principles of system structure; construction of journal and ledger records; principles of account classification; internal check methods for cash, sales, and purchases; system investigation, construction, and installation; system reports, including instructions for operating accounts and records; standard equipment and stock forms; mechanical accounting and the application of machine methods; and illustrative system installations. Various system installations are studied, such as are applicable to a wholesale house, department store, manufacturing concern, investment banking house, and institutions.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Accounting Seminar (A-17-18)

(Omitted in 1931-32 in Boston and Divisions.) Prerequisite: Accounting 7-8 and 11.

This Seminar provides an opportunity for intensive specialization in Accounting. All candidates for the Diploma of Graduate in Accounting and for the B.B.A. Degree in Accounting are required to enroll for this Seminar.

Each student is required to decide at the beginning of the Seminar in what field of Accounting he or she desires to specialize, i.e., preparation for the C.P.A. Examination; Industrial or Cost Accounting; General Commercial Accounting; Public Utility Accounting; or Budgetary Control and Managerial Accounting. Having selected the field of specialization, the student is assigned to intensive study and problem work in that field for the Senior year.

The Seminar is not conducted as the usual class session. The work is conducted almost wholly upon an individual conference basis, and the progress of each student is measured by individual application and diligence. Two evenings each week are devoted to Seminar conferences with the Faculty members.

The student is placed upon his or her responsibility to a larger extent than in systematic courses, but very careful checks and measures are applied to insure work of high quality and standard. Students will find the Seminar work much more difficult than systematic class work but on the other hand much more interesting and more highly professional.

Students who choose as their field of specialization preparation for the C.P.A. Examination will be required to devote their entire time to work upon advanced problems and a study of other subjects in relationship to the examination. Students majoring in other fields of Accounting will likewise be expected to pursue more advanced study in those fields.

Thirty-two weeks, 2 evenings a week for 2 hours each evening. Eight semester hours credit.

### DISTRIBUTION (D)

Marketing enters into and influences every field of business and includes not only the direct process of the sale of goods, but the whole organization by which goods find their way from the original producer to the ultimate consumer. The change in the economic structure during the past ten years growing out of higher standards of living, the development of new occupational interests, and the shift of population to large cities, has tended to increase the cost of marketing of goods. Just as the elimination of waste in production was the

keynote of business fifteen years ago, the reduction of expense and the introduction of more efficient methods in distribution is the foremost thought of business leaders today. For this reason courses in marketing form one of the basic elements in a business education.

### **Marketing Methods (D-1-2)**

(Omitted in 1931-32 in Worcester.)

This course aims to give the student a clear understanding of the methods used in the selling of goods and an acquaintance with the problems that arise in the distribution of these goods from the manufacturer to the consumer.

Sales managers, assistant sales managers, salesmen, advertising managers, and other executives or employees in the sales or advertising departments, and merchants, will find much of practical value in this course.

The following topics are treated:

The economic importance of marketing; the consumer as the key to the marketing situation, market activities; importance of transportation; trade channels and the development of marketing methods; selling direct, through exchanges, and through brokers and sales agents; the functions, place, and methods of other types of middleman such as the commission man, the jobber, and the wholesaler; retailing as related to the small unit store, the specialty, department, chain and mail order stores; manufacturers' retail and wholesale branches; co-operative marketing; trade association; financial aspects of marketing; stock control; the use of brands and trade-marks; the speculative elements in marketing; competition.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Salesmanship and Sales Management (D-3-4)**

(Omitted in 1931-32 in Springfield and Providence.)

The aim of this course is to demonstrate the principles and methods of effective salesmanship that are applicable to all lines of business. Two objectives are emphasized throughout the course: First, the personal development of the student and, second, the acquisition of knowledge and the development of skill in the selling processes.

The course is intended for those who are engaged in selling and who want to improve their sales efficiency, for those who plan to sell but have had no systematic training in how to sell, and for those who are responsible for the management of a sales force. The course is valuable to anyone who is interested in developing a broader background for an intelligent understanding of the problems of selling goods, services, ideas, and so-called intangibles, such as stocks, bonds, insurance, etc.

The course emphasizes the personal qualifications of a successful salesman; the motives and appeals which induce the customer to buy; presenting the proposition to the buyer; the use of suggestion and reason in the presentation; meeting objections; creating and conserving good will; meeting competition; selling to individuals, to household consumers, to retailers, to wholesalers, and to the manufacturer. Sales methods used by various organizations will be analyzed. The student will be frequently called upon to participate in sales demonstrations and to construct oral and written sales presentations.

The management aspects of the course deal with location of sales headquarters; types of sales organizations; the work of the sales executive; organization of the sales department; relation of sales department to other departments in business; sales research; market analysis; sales planning; sales policies relating to the product; choice of channels for distributing product; exclusive agency policy; relation to distributors; price policies; price uniformity; price cutting and maintenance; sales campaigns, co-ordination of advertising and sales efforts; co-operation with distributors; management of the sales force; control of sales operations; relation of sales to credits and collections; financing of sales.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

## Advertising Principles and Practice (D-5)

(Omitted in 1931-32 in Worcester and Providence.)

This course is designed for those who wish to gain a practical working knowledge of advertising procedure. It is particularly adapted to those men and women who are starting on an advertising career or wish to prepare for advertising work and to those who, in their business, have to prepare advertisements or advertising campaigns. It offers an exceptional opportunity also for the proprietor or sales manager of a small business, who needs good advertising but cannot afford to hire expert assistance.

The course includes a study of copy and lay-out for national, local, and direct mail advertising, technique, typography, advertising agency procedure, and the production of advertising material. The theoretical is closely combined with the practical and the student is given ample practice in the analysis of current advertising and in the preparation of original advertisements.

Sixteen weeks, 1 evening a week for 2 hours.

Two semester hours credit.

## Advertising Production (D-6)

(Omitted in 1931-32 in Worcester.)

In this course the student will be given much opportunity for supervised practice in the preparation of advertising material of all kinds. Newspaper and magazine advertisements, out-door advertising, mailing pieces, dealer helps, packages, sales letters, and radio continuity will be worked out by the individual students under the personal direction of the instructor. The problems of copy, lay-out, typography and mechanical production will receive careful attention.

It is presumed that the student taking this course will have completed the first semester course in Advertising Principles and Practice or a similar course.

Sixteen weeks, 1 evening a week for 2 hours.

Two semester hours credit.

## Advertising Policies and Plans (D-7-8)

(Offered only in Boston.)

This course is devoted to a study of Advertising in its broader aspects and is designed particularly for those who are interested in the direction of advertising policies and the formation of advertising plans.

The course deals with the History, Purpose, and Ethics of Advertising. Its place in the Economic and Social Structure, the appraisal of marketing and advertising possibilities, the determination and appraisal of advertising objectives and the co-ordination of advertising with other marketing efforts, the planning of Advertising Campaigns, Trade Marks, the use of Market Investigation and Research in determining markets and advertising policies, and a comparison and study of the various media available to advertisers.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

## DRAFTING AND DESIGN (Dr)

The purposes and functions of drawings and designs are to present an idea in a clear, graphical manner. Through the courses offered, the student develops the ability to express his ideas graphically and learns the practical engineering and business values of good design.

## Elementary Engineering Drawing (Dr-1-2)

(Offered only in Boston and Springfield.)

For those who have had some experience in Mechanical Drawing, a special course is devised which will take care of individual needs and offer students more advanced work.

The course is planned to meet the requirements of a class composed of students who have had no previous instruction in drafting, and also for those who may have had one or two years' work in preparatory schools.

Instruction is given in the proper care and use of drawing instruments, T-square, and triangles, and about twenty drawings are made, including geometrical constructions, orthographic and isometric projections, development, dimensioning, and lettering. These give the student a thorough training in the fundamental principles of mechanical drawing, so that he may easily do the drafting required in his professional course. Few formal lectures are given, since the class-room work is almost entirely individual and permits the student to progress at a rate commensurate with his own ability.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Engineering Drawing (Dr-3-4)**

(Offered only in Boston and Springfield.)

This course is a continuation of Elementary Engineering Drawing, and includes the assembly of detailed drawings and detailing of assembled drawings of machines and machine parts. The principles of mechanism are studied. The problem work takes up the design of pulleys, bolts, gearing, and gear teeth development, cams, and quick return motions used in machine tools such as shapers, slotters, and planers.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Design (Dr-5-6)**

(Offered only in Boston and Springfield. Not given in Springfield 1931-32.)

This course aims to give the student practice in the application of theoretical principles previously studied, and at the same time acquaint him with the many practical details which must be considered in design work. The problems taken up in the early part of the course are of a static nature, while the later problems involve dynamic stresses. The problems of the course vary from year to year, but the following are typical of the design taken up: arbor press, hydraulic flanging, clamp, crane, air compressor, punch and shear, stonecrusher, etc.

In each design the constructive details are carefully considered, with special attention to methods of manufacture, provision for wear, lubrication, etc. The work is based on rational rather than on empirical methods, the student being required to make all calculations for determining the sizes of the various parts and all necessary working drawings.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

## **ECONOMICS (Ec)**

Economics is the basic foundation upon which the general principles of business as a science are founded. A mastery of the underlying economic laws enables the student to see clearly the forces which business men must use in arriving at solutions to their problems. An appreciation and understanding of economics is a necessary factor in the equipment of a progressive business man.

### **Business Economics (Ec-1-2)**

This course is intended to provide (a) A knowledge of the historical background of modern business; (b) An understanding of the forces operating in the business world; (c) A practical application of economic principles by means of case studies; (d) An acquaintance with the outstanding contemporary economic problems; (e) An appreciation of the inter-relationships of the government and business.



The course outline is as follows: Phases of economic evolution; industrial revolution and the machine age; economic development of the United States; production, division of labor, standardization and large scale production; factors in production including land, natural resources, labor, capital and management; economic significance of power; science, research and invention in modern industry; localization of industry; consumption, its measurement and fluctuation; standards of living; price and value of goods; supply and demand; money economy, including valuations and competition; wage determination and control; interest; profits; money, credit and banking; the business cycle; foreign exchange; international trade; government and taxation; economic radicalism.

This course is supplemented by case material selected to illustrate the practical workings of economic principles.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Financial Organization and Management (Ec-3-4)

Prerequisite: Economics 1-2

This course is designed to give the student an understanding of the financial institutions which the business man utilizes and which largely condition his financial policies. Accountants, treasurers, comptrollers, executives and others will find much of value and interest in the course.

The content of the course is as follows: The nature and functions of the pecuniary unit; money standards for deferred payments; other functions and services of money; the money system and economic and social standards; regulation of metallic currency; regulation of government paper currency; nature and functions of credit; credit instruments; foreign exchanges; the modern financial structure; the corporation as a device for raising capital; the marketing of securities; investment trusts; the stock exchange and capital raising; trust companies and the modern financial system; the functions of savings institutions; the practical operations of the commercial bank; commercial banking and the financing of foreign trade; commercial paper houses and discount companies; commercial banking system; government regulation of banking; Federal Reserve System and its operation; agricultural and real estate credit and finance; consumptive credit institutions; integration and consolidation of financial institutions; and the financial system and the general economic organization.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Investment Principles and Practice (Ec-5-6)

(Omitted in 1931-32 in Springfield.)

This course constitutes as complete a treatment of the science of investments as can be given in a full year of study.

Those who contemplate entering the commercial or investment banking field, those who expect to engage in selling securities, lawyers and trustees engaged in administering estates, and those who have capital or hope to have capital to invest, will find much of practical value in this course. Throughout the course effort is made to give the proper balance between the theoretical and the practical points of view.

The following points are emphasized in the course: the supply of capital, its sources, and the importance of saving; demand for capital, the agencies creating the demand and the social and economic factors affecting demand; factors affecting the rate of return such as gold supply, commodity prices, changes in economic demand, and social considerations. The foregoing is given as a background for the more practical and greater part of the course, such as, the determination of investment policies; various kinds of securities; types of bonds, preferred stocks, common stocks, mortgages, and their place and use in the investment field. The major classifications of business and industry, their



financial set-up, economic and social considerations, and the relative importance and place of each industry in the investment market are studied. Industries considered are public utilities, banks and insurance companies, investment trusts, governments, and industries.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Business Statistics and Forecasting (Ec-7-8)**

(Omitted in 1931-32 in Boston and Providence.) Prerequisite: Economics 1-2.

The purpose of this course is to present the principles of statistical methods and to show their application to business problems.

The course is intended for statisticians, research workers, accountants, book-keepers, and executives who desire to understand statistics as a tool in making a more careful analysis of economic and general business conditions as they affect current business problems.

The course takes up a study of the sources and collection of statistical data, the analysis and presentation of the material collected, and the characteristics and uses of averages and index numbers; a study of business fluctuations and cycles, their causes and control, and how to interpret the trend of future conditions. An analysis is made of the leading statistical and forecasting services. Practical application of the principles of forecasting will be made to a number of major problems. Statistical methods and forecasting will be related to budget control and important phases of management.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Economic History of the United States (Ec-9)**

(Offered only in Boston.)

This course provides a general survey of the economic and industrial development of the United States from the colonial settlements to the present period.

Emphasis is placed upon the devices, methods, and institutions which have been developed in the economic and industrial growth of this country, and the problems that have arisen in these developments. Particular attention is given to conditions since 1865. Important topics considered are: The origin and growth of American industries; the changes in industrial organizations; commercial policies; the influence of economic conditions on political life of the country; and of the economic forces that are at work in business, social, and political institutions. The latter part of the course gives special attention to the problems of expansion and of modern conditions which are affecting economic life in the United States.

Sixteen weeks, 1 evening a week for 2 hours.

Two semester hours credit.

## **LAW (L)**

In this School only one systematic course in law as applied to business is offered. Those desiring more extensive courses in Law are referred to the courses in the Law and Business Program. Students majoring in Accounting and those planning to take the C.P.A. examination will specialize in the more advanced phases of law in relation to accounting in the Accounting Seminar.

### **Legal Aspects of Business (L-1-2)**

(Offered in 1931-32 in Providence only.)

This course is essentially a course in business rather than a course in law, and is primarily concerned with the application of legal machinery to the current needs and demands of modern business. Throughout the course the use of legal devices is considered for business purposes or facilities of organization, credit, finance, security or protection from risks, marketing, and commercial and industrial peace.

The lawyer who is not business trained is generally handicapped in assisting the business executive in formulating plans for organization or furtherance of his business for the reason that the business man has not been able to put his problem before the lawyer properly. The executive should know the nature of the legal tools that are available if he is to co-operate fully with his lawyer. This course does not propose to train the business man to settle his own legal problems. It gives him a sense of how to maintain his business security by having an awareness of legal pitfalls and when to seek legal counsel.

Emphasis is placed upon the use of the contract as applied to sales, bailments, bills and notes, insurance, credit, employment, construction, guaranty and suretyship, real estate, the development and use of trusteeship in modern business; the more recent viewpoints of the legal status of property and intangibles considered as property; the agency, partnership and corporation, including the subsidiary corporation, as organizations for business purposes; the professional status and relationship of the business man to the lawyer; and the courts, remedies, and means of enforcement.

Case material specially selected is used as the basis of instruction on the more important phases of this study.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Other Law Courses

Additional Law Courses available to students pursuing the Law and Business Program are described in the School of Law Catalog which will be sent upon request. These courses are as follows:

Contracts	Property II
Personal Property	Business Associations
Case Method	Bankruptcy
Sales	Constitutional Law
Agency	Equity
Bills and Notes	Trusts
Property I	Wills

### ENGLISH (E)

The value that comes from the effective use of good English in business reports and communications is being increasingly emphasized by business leaders. All students who are candidates for the degree, or diploma, are required to pursue systematic courses in English. Those having outstanding deficiencies may be required to take additional courses in English.

All candidates for admission to English 1-2 course, whether a candidate for a degree, a diploma, or not, and regardless of previous work in English, must take a minimum essentials test.

### Constructive English (E-1-2)

The fundamental purposes of this course are as follows:

To give the student efficient training in Constructive English that he may have a sound basis for correct speech and writing; to instill in him correct principles of constructing sentences, paragraphs, and themes; and to train him in the elements of logic as related to the organization and expression of thought. The principles of correct writing are applied to business topics. Part of the time is devoted to oral composition.

The topics covered are: The essentials of good composition; words as tools; eradication of the most prevalent errors; the structure, grammar, and rhetoric of the sentence; the structure and function of the paragraph; methods of paragraph development; the forms of discourse, explanation, argument, narration, description, with themes and conferences; letter writing. There is at least one written assignment each week.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Advanced Business English (E-3-4)

Prerequisite: English 1-2, or equivalent.

This course is intended to give to the student of business a cultural basis which will serve not only as a source of entertainment for his leisure hours but also as an aid for his business transactions. Through a study of literature for business men, this course aims to give to the student an insight into human nature in all its various phases and what are the most effective appeals he can use in his business dealings; to give him a command of language which will help him to express effectively his own ideas; to aid him to develop his imagination, obtain a broader outlook upon life, and to look forward into the future with an enlarged vision; and to afford him a source of recreation and enjoyment for his leisure hours.

The course combines a study of the best of business literature and practice in writing so as to develop an effective easy style of expression. Special written and oral reports and business themes and papers will be required as written assignments. A portion of the course will be devoted to business letters and communications.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Public Speaking (E-5)

(Omitted in 1931-32 in Providence and Springfield.)

This course is designed to develop the student's ability to talk easily and effectively under all circumstances and to develop his personality and self-confidence.

Executives, office managers, sales managers, salesmen, superintendents, teachers, and others who are called upon to speak before groups, large or small, will find this course of inestimable value.

The course is based upon the theory that the most satisfactory way to learn to speak in public is through supervised practice, and beginning with the first session this theory is put into practice. Through simple and easy exercises the student becomes accustomed to the sound of his voice and the feeling of standing before an audience. Students who at the start are self-conscious, timid, and distrustful of their ability to talk effectively, will soon be able to speak with ease and effect if they take advantage of the instruction and correction offered in the course.

Students will be trained in the following phases:

The mental attitude of the speaker; the elimination of fear; selection of subject; arrangement and preparation of materials; platform manner; clear and correct enunciation; fluency; voice development; personal magnetism; convincing delivery.

Sixteen weeks, 1 evening a week for 2 hours.

Two semester hours credit.

### Applied Writing (E-7-8)

(Offered only in Boston.)

This course teaches English Composition by the journalistic method. The material of the course substitutes real life for make-believe and deals with people and their daily problems, rather than with dull theme subjects. The aim of the course is to stimulate exact observation, the careful weighing and sifting of facts, and the seeing of things in their logical relations. The student is trained in a correct understanding of the individual and the mass mind of readers. The assignments furnish a basis of interest and a motivation to writing as a pleasant, enjoyable and useful work. The classroom period is devoted to work, rather than to lecturing and recitations.

Emphasis throughout the course is given to the writing of interesting and informative articles; short essays of opinion; important descriptive and news

items; study of the craftsmanship of effective composition; drill in essential mechanics of writing; revising and editing manuscripts; and other important phases of writing. Assignments will be made covering the writing of personal sketches and short expository biographies; descriptive sketches; travel or study trip accounts; comments; practical information articles; appeals, explanatory articles; personal or self-interest articles; first person narratives; fanciful narratives; and other articles of human interest value.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Advanced English Composition (E-9-10)

(Offered only in Boston.)

This course is intended to develop an effective, easy style through practice in writing and through the study of the best selections of outstanding writers. The work of the course gives attention to the materials of composition, the presentation of the material, and the development and technique of narrative, descriptive and exposition materials. Special attention is given to the enlargement of the vocabulary and the use of words.

The course is advanced and should be taken only by those who have acquired a fair degree of proficiency in writing.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Newspaper Writing (E-11-12)

(Offered only in Boston.)

The purpose of this course is to develop the ability of the student:

- (1.) to write well under pressure;
- (2.) to concentrate under conditions not ordinarily prevailing in study;
- (3.) to size up situations quickly and accurately, analyze them, and write entertainingly and convincingly about them.

The course is primarily intended for those who have shown proficiency in writing and who are considering newspaper work, and for those who may not be considering newspaper work but who wish further practice and training in writing for business or professional purposes.

The major subjects to be covered in the course are as follows: The history and development of journalism; scope and influence of the press; mechanical handling of news including news services, reporting, editing, press operations, etc.; ideals and ethics; organization of the newspaper office; editorial writing; news, sports, society, political, and feature writing.

A part of the course will be devoted to class lectures and discussions upon the general background of journalism, but the major portion of the course will be given over to class practice, and the actual work of writing. The class will be organized into a city news room with city editor, copy readers, reporters, and other members of the personnel staff. Actual assignments to news stories will be made with time limits on covering and writing up the assignment. The home work will include the preparation of editorials, feature stories, paragraphing, study of current news, and reporting public meetings. Class practice will be given in copy reading, headline writing, and the making up of pages and other practical phases of journalism.

NOTE: A Laboratory fee of \$5.00 is charged in this course, in addition to the tuition to cover typewriter rental and copy paper.

Thirty-two weeks, 2 evenings a week or the equivalent for 2 hours.

Eight semester hours credit.



## Advanced Journalism (E-13-14)

(Offered only in Boston.)

This course is open only to those who have completed satisfactorily Course E 11-12 or its equivalent. A part of the course is devoted to practice in copy reading and headline writing including a study of newspaper style, writing leads, signed articles, story structure and assembly, cable and radio news, and straight news and feature headlines.

Feature writing constitutes an important section of the course and involves an analysis of human interest copy and assignments in handling such material in preparation for supplements, special departments, and for syndicates. Special attention will also be given to advanced work, editorial writing, book reviews and comments, and to column conducting. Actual assignments will be made, with time limits on covering and writing of the assignment. Much class practice will be given in advanced phases of writing for publication.

NOTE: A Laboratory fee of \$5.00 is charged in this course in addition to the tuition to cover typewriter rental and copy paper.

Thirty-two weeks, 2 evenings a week or the equivalent for 2 hours.

Eight semester hours credit.

## MANAGEMENT (M)

With the complex and rapidly changing conditions of modern business, the functions of administration and management must be clearly defined and maximum economies effected. Through the problem approach, these courses train the student to supplant guess work and trial and error processes with organized knowledge and proven management methods.

### Fundamentals of Business (M-1-2)

This course is intended to give a broad general view of business as it functions today, and to acquaint the student with the social and economic factors underlying the growth, development and organization of business enterprises. The course is primarily designed as a survey course opening up to the student the various departments of study lying before him and to show the relationships and activities in detail. The advanced courses are intended to take up a more detailed study of the departmental organization.

The content of the course is as follows: business and social structure; typical activities of a business; scientific management and scientific method; organization and ownership including proprietorship, partnership, corporation, joint stock company and the trust; cooperative enterprises in business; opportunities for the individual in business; problems in organization and starting a business; capital and financial management; the mechanics of accounting including cost accounting and accounting for executive control; the use of credit and the handling of credits and collections; banking; business insurance; forecasting business conditions; general management and production including manufacturing and planning and production control; purchasing material, supply, wages and labor organization; the organization and function of the office; the functions of marketing including wholesale marketing agency, retail distribution and the problems of selling and advertising; the technique of executive control and leadership.

The approach to this course is by the case method. Material presented in the cases constitutes a record of typical business operations and makes the course intensely practical and interesting.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.



### **Business Psychology (M-5)**

(Omitted in 1931-32 in Providence.)

The purpose of this course is first, to acquaint the student with the essentials of modern psychology and show the point of view towards problems of human relations; second, to help the student improve the conduct of his own mental life; third, to show concretely the methods and procedures which are psychologically sound in the management of people and in executive problems.

The general content of the course is as follows: psychology as an aid in management; inborn tendencies to action; use and control of the emotions; forming and changing habits; the learning process; how to encourage reasoning; meaning of will and personality; importance of management's purposes; conflicts of purpose; technique of creative leadership; creation of morale; technique of group action; psychology of selection; technique of training; arousing interest and supplying incentives; use of psychology in discipline; and the application of psychology to industry.

Sixteen weeks, 1 evening a week for 2 hours.

Two semester hours credit.

### **Credits and Collections (M-7-8)**

(Omitted in 1931-32 in Providence and Springfield.)

The purpose of this course is to instruct the student in the actual operation and workings of a credit department, whether in the wholesale or in the retail field, and to present the importance of sound credit as a phase of business management. The course is conducted in co-operation with the National Institute of Credit and the local Credit Men's Association and is open to all who are interested in the study of the subject.

The course is intended for credit managers, assistant credit managers, credit department clerks, accountants, comptrollers, cashiers, bookkeepers and others who desire a thorough knowledge of credit management.

Students who complete this course and acquire a satisfactory knowledge of the subject should be qualified to fill junior executive positions in either the wholesale or retail credit field.

The course covers the following topics: Relation of credit to the economic order; credit terms and instruments; legal aspects of credit instruments; mercantile agencies; ledger interchange; miscellaneous sources of information; financial record and its interpretation; organization of the credit department; credit department procedure and management; relationship of credit management to general business management; collection procedure; trade abuses and credit ethics; adjustments; extensions and compositions; receivership and bankruptcy; special protection for the credit relations; special features of retail credit; installment sales and collections.

The more advanced phases of this course are based upon the analysis of credit interchange information and experience as bases of reaching sound judgments on credit risks. As these risks relate to general business and economic factors and conditions the use of financial and management ratios is considered and the relationship of working capital, efficient management, and budgetary control to credit is analyzed.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Industrial Management Problems (M-9-10)**

(Omitted in 1931-32 in Worcester and Providence.)

This course presents to the student the fundamentals of industrial administration and management from the standpoint of efficient production, contented workers, and service to the community.

The course is for foremen, assistant superintendents, superintendents, production managers, and students in accounting and business administration who desire to round out their training by an intimate knowledge of the problems underlying efficient production of a commodity. The viewpoint of the average-sized industry is taken throughout this course.

The following topics are discussed and numerous problems are put before the class for solution: Industrial organization; types of organization and departments; buildings and equipment; planning the product; handling of materials; inventory records; production control; labor management; the foreman, wages and incentives; the cost department; planning department; synchronizing sales and production. The advanced phases of this course take up the study of scientific methods of management, labor management and relationship; design control; materials control; production control; quality control; tool control; problem of co-ordination of production with sales, finance, purchasing, and transportation; and budgeting control in relationship to management.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Purchasing and Commodities (M-11-12)**

(Offered only in Boston.)

The course is designed for purchasing agents and their assistants, storekeepers, store clerks and those who wish to become more familiar with purchasing as a business function. The course is conducted in co-operation with the National Association of Purchasing Agents and the New England Purchasing Agents Association.

The content of the course is as follows: principles underlying centralized purchasing and storing; functional aspects of purchasing; ethics of buying; various fields of purchasing such as municipal and state governments, institutions, public utilities, manufacturing plants, offices and mercantile buying for re-sale; organization of purchasing department; procedure and records; interviewing salesmen and placing the order; handling invoices; stores operation; legal aspects of contracts; co-ordination with other departments; budgeting of purchases and control of inventories; speculative purchasing; market trends.

Numerous problems are used in this course which enable the student to develop sound methods and procedure in purchasing.

The advanced phases of the course cover the price system, the pricing process, supply, price movements, commodity outlines of such basic commodities as cotton, wool, leather, sugar, hides, rubber, wheat, iron and steel, aluminum, coal, petroleum, copper and brass, bakelite, silk, jute, electrical energy, lumber, lead, rayon, etc. The entire study of this course is based upon cases and problems in Industrial Management.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Business Policies (M-13-14)**

(Omitted in 1931-32 in Boston and Divisions.)

This course is designed to co-ordinate the instruction given in the other more specialized courses and to assist the student in gaining the viewpoint of the general executive. The course points out the functional relationship which exists between the different departments of business and the problems affecting the determination of a broad general policy.

Instruction during the first semester will center around problems dealing with the organization of a new business; business expansion; consolidations and combinations; reorganizations; internal administration.

During the second semester the course will take up problems of policy such as the co-ordination of production and distribution; industrial relations; relation of business to government; the social economic responsibilities of the business man; and business ethics.

Instruction in this course is largely based upon cases and problems. Outside lectures will discuss important phases of selected problems.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### **Business Administration Seminar (M-15-16)**

(Omitted in 1931-32 in Boston and Divisions.)

This Seminar provides the opportunity for intensive specialization in the management of business enterprises. All candidates for the B.B.A. degree in Business Administration are required to complete the work in this Seminar.

Each student must decide at the beginning of the Seminar in what field he desires to specialize, i.e., Marketing, Finance, Industrial Management, or Advanced Economics. Having selected the field of specialization, the student is assigned to intensive study and program work in that field for the seminar year.

The Seminar is not conducted as the usual class session. Individual conferences and individual assignments are the bases of the work. The progress of each student is measured by individual achievement. As rapidly as a student completes a section of the prescribed work, a conference is held with the faculty member in charge of the Seminar for the purpose of testing and evaluating the accomplishment and for directing further study.

The student is placed upon his own responsibility to a larger extent than in systematic classes. Very careful checks and measures are applied to insure work of high quality and standard. Students will find the Seminar work more difficult and exacting than systematic class work but on the other hand more interesting and more highly professional. Students will pursue their studies under careful direction into the more advanced phases of their subject and by the end of the year will have specialized to a high degree.

Thirty-two weeks, 2 evenings a week for 2 hours.

Eight semester hours credit.

## **MATHEMATICS (Math)**

Courses in Mathematics furnish the foundation for all work in Applied Science. Those courses offered here have been carefully devised to give the necessary preparation for the advanced courses of a more technical nature which follow.

Algebra through quadratics and plane geometry are presupposed as preparation for the course in Engineering Mathematics.

### **Engineering Mathematics (Math-1-2)**

(Offered only in Boston and Springfield.)

This course is designed for students who have had first courses in Algebra and Plane Geometry. It begins with a rapid review of the fundamental principles and proceeds through factoring, quadratics, to progressions, the binomial theorem, etc., in preparation for Advanced Mathematics.

It consists of lectures and recitations covering logarithms, radians, co-ordinates, trigonometric ratios, formulas, law of sines, law of cosines, law of tangents, solution of right and oblique triangles with applications to problems in engineering. Instruction is also given in the theory and use of the slide rule. Practical problems involving the application of trigonometry to engineering are assigned during the entire course.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Advanced Mathematics (Math-3-4)

(Offered only in Boston and Springfield.)

(a) Analytical Geometry.

In this course instruction is given by lectures and recitations in the following subjects: plotting of functions, interpolation, the straight line, the conic sections, curves represented by various equations of common occurrence in engineering, graphic solution of equations, determination of laws from the data of experiments, simplification of formulas. The plotting and analysis of charts in order to determine empirical formulas is an important part of the course.

(b) Calculus.

This course is taken by all regular engineering students throughout the second semester of the second year. Instruction is given by lectures and recitations in the following subjects: rate of change, differentiation, maximum and minimum, integration, definite integrals, with application to the determination of mean value, area, volume, center of gravity, and moment of inertia. Problems are assigned to illustrate the use of all formulas studied in class.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

### Mathematics of Business (Math-5)

(Offered only in Boston.)

This course is intended to acquaint the student with the most commonly used calculations in business. This is not a course in business arithmetic but is an advanced course in mathematics as applied to accounting, investments, finance, insurance, statistics and forecasting.

The following general subjects are presented: various short methods of computing interest and discounts; averages and averaging accounts; average capital; use of percentage and ratios; merchandise control; computing gross and net profits; fire and theft losses; insurance; turnovers; average inventories; missing inventories; clearing house transactions; building and loan associations; good will appraisal and computation; installment sales; foreign exchange; determining theoretical percentage of rights; annuity; bond evaluation; sinking fund; actuarial problems; depreciation computation; and the use of logarithms and trigonometric tables in computation.

Sixteen weeks, 1 evening a week for 2 hours.

Two semester hours credit.

### SCIENCE (Sc)

Business and industry are giving increasing attention to the Applied Sciences. The courses offered here are of a most practical nature and provide an excellent understanding of the basic sciences as related to industry.

#### Practical Physics (Sc-1-2)

(Offered only in Boston and Springfield.)

This course consists of one lecture and one problem period each week throughout the freshman year. Instruction is given in the practical application of the laws of Physics. Each lecture is accompanied, as far as possible, by lecture-table experiments on large-sized apparatus, built especially for this course, so that the student may actually see a demonstration of the truth of the various laws. The course includes the study of the mechanics of solids, liquids, and gases, heat and its effects, and the principles of light, sound, and electricity. Practical problems covering each phase of the work are given throughout the year to fix in the student's mind the principles taken up in the lectures. The solution of practical problems in the problem period gives the student a more thorough understanding of the application of the principles discussed in the lectures.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semesters hours credit.



### Applied Mechanics (Sc-3-4)

(Offered only in Boston and Springfield. Not given in Springfield 1931-32.)  
Prerequisite, Sc 1-2.

A course of lectures and recitations comprising a study of the general methods and application of statics to structures in equilibrium, including collinear, concurrent, parallel, and non-concurrent force systems, in a plane and in space; centroids, and moment of inertia. Considerable time is devoted to tension and compression in frames, the computations of the reactions, the method of joints, and the manner of distinguishing members containing bending stresses. Vector diagrams are drawn to show the principles of graphical methods. Problems are used and assigned continuously to illustrate the underlying facts of the subject.

Thirty-two weeks, 1 evening a week for 2 hours.  
Four semester hours credit.

### Strength of Materials (Sc-5-6)

(Offered only in Boston and Springfield. Not given in Springfield in 1931-32.)  
Prerequisite Sc 3-4.

#### Strength I.

This course comprises the study of the strength of structural shapes in tension, compression, and bending. The subjects stated are the stresses and strains in bodies subjected to tension, compression, and shearing; common theory of beams with thorough description of the distribution of stresses, shearing forces, and bending moments; longitudinal shear, and slope and deflection.

#### Strength II.

This is a continuation of Strength of Materials I in which a study is made of the strength of shafting and springs; combined stresses in beams subjected to tension, compression, bending, and torsion; also strength of hooks, columns, and thin hollow cylinders, and brief consideration of strains and the relation of the stresses on different planes in a body.

Thirty-two weeks, 1 evening a week for 2 hours.  
Four semester hours credit.

### Elements of Electricity (Sc-7-8)

(Offered only in Boston and Springfield. Not given in Springfield in 1931-32.)  
Prerequisite: Math 1-2.

A thorough training in the fundamentals of electricity and magnetism as related to electrical engineering practice, giving the derivation, theory of measurement, and calculations involving the various units. The texts used in this course are Swoope's "Lessons in Practical Electricity" and Dawe's "Electrical Engineering, Volume I".

Thirty-two weeks, 1 evening a week for 2 hours.  
Four semester hours credit.

### Chemistry (Sc-9-10)

(Omitted in Boston. Not given in Springfield in 1931-32.)

This is an introductory course in industrial and applied chemistry and does not require previous knowledge of the subject. The course gives consideration to the fundamental principles of the science, the relation of chemistry to engineering, the corrosion of materials, wood preservation and chemistry in relation to paints and varnishes, oils and lubricants, textiles, coal tar products, foods water, and industrial processes.

Thirty-two weeks, 1 evening a week for 2 hours.  
Four semester hours credit.



## Heat Engineering (Sc-11-12)

(Offered in Boston and Springfield. Not given in Springfield in 1931-32.)  
Prerequisite: Dr 3-4 and 5-6.

In order satisfactorily to understand the operation of the modern power plant it is essential that the theoretical principles be thoroughly understood. The course is, therefore, in the main theoretical, but at all times the practical application of the principles under discussion are kept in view. The first part of the course covers the laws of perfect gases, the laws of vapors, the use of the steam entropy table, heat transmission, and combustion. The rest of the work covered is the application of these principles to air compressors, steam power plants, and internal combustion engines.

Thirty-two weeks, 1 evening a week for 2 hours.

Four semester hours credit.

## THESES (T)

### Bachelor's Degree Thesis (T-1)

All candidates for the Bachelor of Business Administration or Bachelor of Commercial Science degrees are required to submit a thesis in accordance with the following conditions:

- (a) The subject must be approved by the Dean not later than November 1 of the senior year.
- (b) The completed outline must be submitted to the faculty advisor not later than December 1 of the senior year.
- (c) The completed thesis must be presented in unbound form to the Dean, or the Director in case of the Divisions, not later than April 15 of the year in which the candidate expects to graduate. Upon approval of the thesis by the Committee on Theses, the candidate is required to present to the School two bound typewritten copies of the thesis for permanent filing.
- (d) The thesis is expected to meet the equivalent of the work required in a full year course and to represent at least 150 hours of systematic work in preparation and writing of the manuscript.

Students are advised to begin their thesis during their junior year so as to be able to devote their summer months prior to the beginning of their senior year to this work. By so doing the load of the senior year may be lightened.

Four semester hours credit.

### Master's Degree Thesis (T-2)

For additional information and conditions under which the master's thesis is to be submitted, see pages 43 and 44.

The thesis for the M.B.A. degree should represent research and investigative work in a specialized field and should indicate the candidate's ability to analyze a business situation and to apply to that situation fundamental principles in the solution of the problem involved.

Full details regarding the selection of the subject, outlining the problem, method of approach, securing of data, length of time requirements and other information will be furnished from the Dean's office.

## Administrative Policies

**T**HE general policies by which the School is administered are indicated below:

### Application for Admission

Applications for admission to the School should be filed well in advance of the opening date in order that the record of each applicant may be thoroughly investigated and his status definitely determined before the opening of the School. In every instance a \$5.00 fee must accompany the application blank.

### Registration

Before attending classes, students should report at the School office for registration. Students are requested to assist in lessening congestion during the opening week by registering during the two weeks previous to the opening of the School.

Late registration for those unable to enter at the opening of the school year will be permitted at the discretion of the Dean, or the Director in the case of the Divisions. A late registration fee of \$5.00 will be charged all students registering after specified dates (see page 32 for these dates).

### The School Year

The School year is thirty-four weeks in length, exclusive of the two weeks' vacation at Christmas time, and is divided into two semesters of seventeen weeks each.

### Attendance

The limited amount of time devoted to each subject and the rapid rate of progress made in covering the essential content of a course make it highly desirable that students be present at every session. Because of the importance of regular attendance and its bearing upon the quality of scholarship, the policies governing attendance are:

1. Students who attend 75% or more sessions in a course are entitled to pass in that course if they attain a minimum final grade of D.

2. Students who attend between 50% and 74% of the sessions in a course are entitled to pass in that course if they attain a minimum final grade of C.

3. Students who attend less than 50% of the sessions in a course will be considered ineligible to pass irrespective of grades received.

4. Attendance credit is granted only when the student is in attendance at least three-quarters of the class period. Three separate absences of less than 30 minutes each constitute one complete absence unless such partial absences are cancelled by satisfactory excuses.

## Examinations

The general policies governing examinations are:

1. A final examination in each course will be held at the end of the course, unless an announcement to the contrary is made. The minimum passing grade in a final examination is D.

2. The students who do not take the regularly scheduled final examination in a course or those who, because of failure in a final examination, have been given the privilege of a re-examination, will in no case be allowed more than a "C" for a final grade even though a higher grade may be obtained. Re-examinations are generally held in September or may be taken at the end of either the first or second semester providing a final examination is given in the course in which the student wishes to be examined. A fee of \$2.00 is charged for each examination taken out of course.

3. Only one re-examination in a course is permitted and this is granted only upon recommendation of the instructor and upon approval by the Dean.

## Tests

Four tests in full year courses and two tests in half year courses are regularly scheduled. These tests are regarded as a part of the term or course work. Since no make-up tests are given, students who miss a test should confer with their instructors regarding their status.

## Marks and Credits

1. The following system of grading is in use:

Excellent.....	A
Good.....	B
Fair.....	C
Pass.....	D
Fail.....	F
Incomplete.....	Inc

Students receiving an F grade must repeat the course unless granted permission for re-examination by the Dean.

The policy is followed of mailing all grade and status reports to students instead of issuing these reports in person at the School Office or over the telephone.

2. A passing grade in a final examination as well as a passing final grade in the course is necessary in order to receive credit in the course.

3. Credit for one-half of a full year course is not generally given, and in any event only upon approval by the Dean in advance of beginning the course.

4. In order to qualify for a degree, not less than 50% of the final grades in all courses must be of "C" grade or better.

### **Re-Examinations**

1. Permission for re-examination is dependent upon the quality of the work which the student has done throughout the course and is a privilege which the Administrative Committee may grant to students who have received an F grade.

2. The policy is to allow only one make-up examination in any given subject for the purpose of removing the conditional failure.

### **Promotion**

Students are promoted from one class to another upon having satisfactorily completed by the opening of the school year in September the number of semester hours of class work designated below. Credit for business experience and for the thesis are not included.

Freshmen to Sophomore not less than 8 semester hours.

Sophomore to Lower Middler not less than 20 semester hours.

Lower Middler to Upper Middler not less than 32 semester hours.

Upper Middler to Junior not less than 44 semester hours.

Junior to Senior not less than 58 semester hours.

### **Probation and Discipline**

The Administrative Committee in dealing with students whose work in the School may be unsatisfactory or whose conduct is such as to make it inadvisable for them to continue as members of the student body, considers each case upon its individual merits. The following general principles are kept in mind in handling such cases:

1. Students whose scholarship in any given year is unsatisfactory may be dropped from the School or may be placed on probation with the privilege of spending a year in review.

2. Students whose scholarship record for two successive years is unsatisfactory, and who have been placed on probation for a year, will probably be counselled with and advised to make a readjustment of their program by pursuing other types of training.

3. When a student is placed on probation, the probation is formally imposed for a definite time and can only be extended by approval of the Administrative Committee.

4. The Administrative Committee has the authority to dismiss from the School or place on probation at any time or to strike off from the list of candidates for the degree, any student whom it may deem unworthy either on account of unsatisfactory scholarship or for any grave defect of conduct or character. The Committee may ask any student to withdraw from the School who is obviously out of sympathy with the aims and ideals of the School.

### **Graduation with Honors**

Honors are based upon the excellence of the work performed by the students in the School. Three honorary distinctions are conferred upon properly qualified candidates for the bachelor's degree upon graduation:

- (1) Highest honors to those who have completed all work with an average of 95% with no grade less than "C."
- (2) High honors to those who have completed all work with an average of 90% with no grade less than "C."
- (3) Honors to those who have completed all work with an average of 85% with no grade less than "C."

These honors are subject to further conditions as follows:

- (1) To be entitled to honors a student must have completed a minimum of two full years of study in the School.
- (2) Courses credited by advanced standing whether by transfer or by examination will be eliminated in determining honors.
- (3) The work must be completed within the normal period of time of the prescribed curriculum.



# General Information

## Historical Statement

THE incorporation of Northeastern University marked an important epoch in the history of one of the most useful educational institutions in America. The University is the realization of a well-defined ideal carefully worked out and persistently followed for many years.

The churches of America, early in their life and development, realized the necessity for higher education conducted under Christian auspices. As a result, there are scattered all over the United States colleges and universities which were established by the various religious denominations: — notable among these being the Methodist, Baptist, Roman Catholic, and Presbyterian institutions, including in New England among others such colleges and universities as Boston University, Boston College, Brown University and Tufts College.

It was natural, therefore, that when the Young Men's Christian Association was established in 1851 by young men representing the various religious denominations, there should have been undertaken evening educational courses for young men as an aid in their all-round development. It was not, however, until 1896 that the Association laid the foundations upon which Northeastern University has been built. At that time it became evident that adults desired a more thorough and complete educational opportunity than had thus far been available to them. Gradually the courses were increased in number, grouped into separate schools and placed under the charge of full-time executives. Finally in 1916 the Young Men's Christian Association authorized as an essential step in the evolution of the institution the incorporation of Northeastern University. This incorporation gave to the University its charter, providing for its Board of Trustees and carrying with it by later enactment broad degree-granting powers.

The evening School of Law, established in 1898, was incorporated in 1904 with degree granting power. Founded in 1907, the evening School of Business, formerly known as the School of Commerce and Finance, confers the degrees of Bachelor and Master of Business Administration and Bachelor of Commercial Science. The day School of Engineering was opened in 1909 and confers the Bachelor of Science degree. The day School of Business Administration was opened in 1922, and also grants the Bachelor of Science degree. The University opened in 1927 a new evening school known as the Lincoln Institute, which includes the work in engineering fields formerly offered by the Northeastern Evening Polytechnic School, the latter having its

beginnings in 1904. The Lincoln Preparatory School, formerly known as Northeastern Preparatory School, offers preparatory school work in the evening, leading especially to college admission. This school had its beginnings in 1898. The Huntington School for Boys, one of the leading day college preparatory schools in the country, was established in 1909 and is conducted under the auspices of the University.

Divisions of the University, offering evening instruction, have been in operation for a number of years in cooperation with the Young Men's Christian Associations of Worcester, Springfield, and Providence. Each of these divisions has a distinctive organization. Each offers the respective curricula of the evening Schools of Law and Business leading to the appropriate University degrees. The Worcester Division was established in 1917; the Springfield Division in 1919; and the Providence Division in 1920.

### **Incorporation**

In 1916 Northeastern College was incorporated under the following charter:

#### **THE COMMONWEALTH OF MASSACHUSETTS**

BE IT KNOWN, that whereas Arthur S. Johnson, Lewis A. Crossett, George W. Brainard, Charles W. Perkins, H. Bradlee Fenno, Sabin P. Sanger, William E. Murdock, Frank P. Speare and George W. Mehaffey have associated themselves with the intention of forming a corporation under the name of the

Northeastern College of the Boston Young Men's  
Christian Association,

for the purpose of furnishing instruction and teaching in all branches of education in connection with the Boston Young Men's Christian Association and to do any and all things connected with or incidental to the purposes of its organization, and have complied with the provisions of the statutes of this Commonwealth in such case made and provided, as appears from the certificate of the Proper Officers of said corporation, duly approved by the Commissioner of Corporations and recorded in this office:

NOW, THEREFORE, I, ALBERT P. LANGTRY, Secretary of the Commonwealth of Massachusetts, DO HEREBY CERTIFY that said Arthur S. Johnson, Lewis A. Crossett, George W. Brainard, Charles W. Perkins, H. Bradlee Fenno, Sabin P. Sanger, William E. Murdock, Frank P. Speare and George W. Mehaffey, their associates and successors, are legally organized and established as, and are hereby made, an existing corporation, under the name of the

Northeastern College of the Boston Young Men's  
Christian Association

with the powers, rights and privileges, and subject to the limitations, duties, and restrictions, which by law appertain thereto.

WITNESS my official signature hereunto subscribed, and the Great Seal of The Commonwealth of Massachusetts hereunto affixed, this thirtieth day of March in the year of our Lord one thousand nine hundred and sixteen.

(Signed) ALBERT P. LANGTRY,  
Secretary of the Commonwealth.

SEAL

Later the name of the institution was changed from Northeastern College to Northeastern University.

Concurrently with its incorporation and subsequent to it, the Massachusetts Legislature has granted to Northeastern University broad degree-granting powers.

### **Purpose of Northeastern University**

In keeping with its charter, Northeastern University has for its fundamental purpose the meeting of the needs of young men and women, through diversified educational opportunities. Its co-operative work in the day Schools of Engineering and Business Administration stands out distinctively as a marked contribution in the field of education. Northeastern University School of Engineering was the second co-operative school in the country, antedated only by the University of Cincinnati School of Co-operative Engineering. Through this unique form of education students are enabled to obtain, in addition to their regular classroom work, practical co-ordinated experience in actual engineering and business positions. A further advantage of this plan of education is the opportunity for self-support which a student has while pursuing his studies. During the co-operative periods the students not only gain experience, but also are paid for the services which they render. About three hundred and fifty business and industrial concerns co-operate with Northeastern University in this highly serviceable educational program.

In its evening schools Northeastern University has also made a distinctive contribution, the School of Business and the School of Law being among the best evening schools of their type in the entire country. In the Lincoln Institute men receive in the evening practical training in the engineering sciences. Through the Lincoln Preparatory School adequate preparation for admission to the leading colleges of the country, either by certificate or by examination, may be secured in the evening.

The services of the University also include the Huntington Day School for Boys, one of the leading preparatory schools in the country, offering effective preparation for admission to all of the leading colleges and universities.

Another phase of the University's unique development has been the addition of the Divisions in Worcester, Springfield and Providence, whereby, under the supervision of the officers in Boston and under an effective organization, Divisions of the School of Law and the School of Business, offering complete curricula and leading to appropriate degrees, are conducted in these cities, thus opening up the services of the University in these schools to thousands of students who would not otherwise have the opportunity of furthering their education.

The incorporation as noted above is under the charitable laws of Massachusetts, which means that all of the resources of the University, including the income from endowment funds, special gifts and tuition fees, must be expended solely for the benefit of its student body. In keeping with this purpose the University is constantly solicitous to increase its sources of revenue from other than students' fees, improve its housing and equipment, increase its standards to accord with the progressive advances in education, and thus to improve its services at all points to its thousands of students.

### Organization

The corporation of Northeastern University is known as the Board of Trustees. This Board is made up of 35 members. Among the Trustees are leading business and professional men representing all walks of life. They are men of sympathetic understanding, giving their time and services liberally in order to improve and enhance the work of the University.

There are two main committees of the Board of Trustees, an Executive Committee, which serves as an Ad Interim Committee between the regular meetings of the Board of Trustees and performs the usual functions of an executive committee, and a Committee on Housing which is charged with the securing of funds for the housing and equipment development of the University.

In addition to the Board of Trustees there is legally constituted a separate Board of Trustees of the Permanent Funds of the University whose responsibility is to see that these funds are properly invested and that the principal and income from all funds are expended only in accordance with the terms of the gifts.

Further than this, the Board of Trustees has created and authorized, through its by-laws, an Executive Council of the University, consisting of the President, the Secretary and the two Vice-Presidents. To the Executive Council the Board has allocated very broad powers.

This organization results in efficient operation and administration, making it possible for the University to develop fully and freely along the lines of those trends and policies which will constantly improve and enhance the work of the various schools.



## Statistical Summary

1929—1930

	<i>Administrative Officers and Faculties</i>	<i>Students</i>
I. General Administration	6	
II. Northeastern University		
School of Engineering		1,681
School of Business Administration }	75	430
School of Law	68*	1,404*
School of Business	97*	1,233*
III. The Lincoln Schools		
Lincoln Institute	31	439
Lincoln Preparatory School	30	736
IV. Huntington School	27	363
	<hr/>	<hr/>
Total	334	6,286
Less Duplicates	54	123
	<hr/>	<hr/>
Net Total	280	6,163

## The School of Business

### Location of the School

#### Boston

Northeastern University is housed in the buildings of the Boston Young Men's Christian Association at 316 Huntington Avenue. Additional areas in the Huntington Building next to Symphony Hall, and in the Laboratory Building located in the rear of the main Y. M. C. A. Building are used.

Located in the Back Bay educational center of Boston within sight of the Opera House, Symphony Hall, the Art Museum, Conservatory of Music, and other cultural and educational institutions, the University is easily reached from the North and South Stations and from the various central points of the Boston Elevated system as indicated in the following schedule.

The time given in this schedule is the official running time given by the Boston Elevated and does not allow for making transfer.

	<i>Minutes</i>		<i>Minutes</i>
Everett Square	32	North Station	17
Hyde Park, Cleary Square	30	Forest Hills	15
Sullivan Square	24	South Station	14
Lechmere Square	22	Park Street	12
Brighton Square	22	Brookline Village	10
Harvard Square	20	Dudley Street	9
Roslindale	20	Northampton Street	5

\*These figures include the administrative officers, faculties and students of the Divisions of the University in Worcester, Springfield and Providence.



### **Worcester Division**

The Worcester Division is located in the Worcester Y. M. C. A. Building. The administrative offices and classrooms occupy the entire second floor of the building. The Y. M. C. A. in Worcester is located at 766 Main Street, a five-minute walk south on Main Street from the City Hall, or midway between that building which is in the heart of the city and Clark University.

The School is therefore directly accessible by street car from all parts of the city and within easy walking distance of both Union Station and the bus and interurban terminals communicating with every part of the country. Excellent service is maintained to Southbridge, Webster, Clinton, North Grafton and Fitchburg and all intervening points, as well as all towns on the State Road to Boston and Springfield. Student rates may be obtained on practically all of these lines.

### **Springfield Division**

Northeastern University, Springfield Division, is located two streets east of Main on Chestnut, corner of Hillman — a three-minute walk from Main via Hillman; it is reached from the Union Station by a five-minute walk south along Dwight to Hillman to Chestnut; and a three-minute walk north along Chestnut from the Public Library on State Street. All train, trolley and bus terminals are within these limits.

### **Providence Division**

The Providence Division is located in the Y. M. C. A. Building at 160 Broad Street. Students find this location easily accessible, it being about an eight-minute walk from the center of the city. Adequate parking facilities are available for automobiles as the building is located outside of the congested downtown district. The following are the car lines passing the building: Broad Street, Elmwood Avenue, Reservoir Avenue, Auburn and Eden Park, Rocky Point, Riverpoint, East Greenwich, Buttonwoods.

### **Class Sessions**

In Boston, Worcester, and Springfield classes are held each evening of the week except Saturday. In Providence, classes are held on Monday, Wednesday, and Friday evenings. *The normal schedule for students pursuing a degree, diploma or certificate course is three evenings a week. Students may arrange their schedules so as to attend classes one, two, three or four evenings a week depending upon the number of subjects taken.* Students interested in the schedule of classes of any particular city should apply to the office of the school in the city in which they expect to attend.

## **Notify the Office Immediately**

Of change of address.

Of withdrawal from any course — otherwise the fee for that course will be charged.

Of withdrawal from the School, giving date of the last session attended.

## **Outside Preparation**

It is expected that students will devote on the average two hours to preparation for each hour spent in the classroom. A student carrying a normal program of three evenings a week will, therefore, be expected to devote to outside preparation an average of eleven to twelve hours a week. Some courses require more time for preparation than others.

## **Expenses for Books and Materials**

Students are to purchase their own text books and materials. The cost varies according to the subjects for which the student is enrolled. The minimum is approximately \$3.00, the maximum about \$20.00 a year, with an average of about \$12.00.

## **Classrooms and Libraries**

The School of Business is housed in the Y. M. C. A. Buildings in Boston, Worcester, Springfield, and Providence. The classrooms are furnished with modern equipment and are thoroughly adapted to evening school work. Improvements in classroom facilities are constantly being made to meet the needs of the student body.

The General Library of the University in Boston contains 14,204 volumes. A special section of the General Library contains 1,174 volumes of books on business subjects. In addition, the leading trade and business magazines are available for student use. Additions are constantly being made to the business section of the Library in recognition of the new demands for business education and research. The reading rooms of the Library are open from 9 A.M. to 10 P.M. daily, Sundays from 2 P.M. to 9 P.M.

All members of the School in Boston are entitled to the privilege of using the Boston Public Library including the Business Branch at 20 City Hall Avenue. The same privilege is accorded students in the Divisions for the use of the libraries in their respective cities.

In the Divisions at Worcester, Springfield, and Providence, libraries are being built up.

## Positions for Graduates

While the School cannot guarantee positions, it is generally able to place its students upon graduating. The number of requests for men usually exceeds the number available in the graduating class of any given year.

Many outstanding business organizations throughout New England call upon the school regularly when they have important positions to be filled.

The School does not conduct a placement bureau as such, but does endeavor to find capable persons for the positions which come to its attention. In recommending persons to fill positions due consideration is given to the qualities of character, general ability, personality, experience and the student's record in the school. Whatever service the school renders in placing its graduates is voluntary and made without charge.

## Placement of Students

The School does not conduct a placement bureau for students. The policy is not to place men in positions until they have made a satisfactory scholastic record and have been in attendance for a sufficient period to enable the administrative officers to become fully acquainted with them and their abilities. Graduates are given preference with seniors and juniors next in order on all positions.

## Scholarships and Awards

### In Boston

The following scholarships and awards are made available to students in the School of Business at Boston who are enrolled for a normal schedule and are pursuing a degree or diploma program. In each case the scholarship is applied to the tuition of the recipient at each quarterly payment, in that proportion which the scholarship has to the total yearly charge.

#### *George S. Clarkson Scholarship.*

This scholarship is given annually by Mr. George S. Clarkson, a member of the Class of 1914, to the amount of \$60.00 and is awarded to the member of the Sophomore Class who has achieved the highest scholarship rank during the Freshman year. In the event the winner of this scholarship should not return to school with the Sophomore Class, the award will be made to the student with the next highest rank.

#### *Junior Honor Award.*

An award of \$60.00 is made each year to the member of the Junior Class who re-enrolls as a Senior the following year and

who has attained the highest scholarship average from the Freshman through the Junior years.

*Sigma Epsilon Rho Award.*

An award in the form of the outstanding business book of the year is to be presented to the member of the Sophomore Class who attains the highest scholarship rank in the Sophomore year. This award is to be made only in the event that the student re-enrolls for the Lower Middler year.

*School of Business Scholarships.*

Northeastern University has created within the School of Business ten half scholarships or their equivalents to be awarded to deserving students who may need assistance. The awards are made only to competent and deserving students of integrity, intelligence, character, competence, and aptitude. Application for these scholarships should be addressed to the Dean.

*Student Loan Fund*

The Alumni Association of the School of Business at Boston has provided a Loan Fund which is available to students in the junior and senior classes who are in need of financial assistance in order to continue their studies. Application for loans should be made to the Dean of the School or to the Secretary of the Alumni Executive Committee.

### **In Springfield Division**

The following scholarships are available to students in the Springfield Division:

*Junior Scholarship*

A scholarship of twenty-five dollars is awarded annually to that student of the Junior Class who has made the highest average grade in all courses from his Freshman to Junior years, inclusive. This applies to students irrespective of whether they be in the School of Law or School of Business. The scholarship is donated by Delta Chapter of the Pi Tau Kappa Fraternity.

*Freshman Scholarships*

Awards of one hundred dollars toward Freshman tuition are available to graduates of several Connecticut Valley high schools. They are made upon the basis of academic excellence for, and at the termination of, the full secondary school course. One of these is granted to that student who, of the first ten in average for the school course, shall stand highest of the number from this group who anticipate admission the subsequent fall to Northeastern University, Springfield Division.



## Religious Activities

Northeastern University has as one of its outstanding aims the finest possible character development among its students. For this reason the Day Division of the University affords ample opportunity for its students to participate in social and religious activities. To Evening School students who desire to participate in the social and religious programs of its various departments, the Y. M. C. A. extends a cordial greeting. While encouraging religious activities the University is, however, strictly non-sectarian. A student should feel free to register in any of the several schools of the University, regardless of religious faith; no attempt being made to influence one to participate in any activities which are contrary to the tenets of his particular religion.

## Honor Fraternity

Sigma Epsilon Rho is the only University authorized and approved honor fraternity in the School of Business. The purpose of this fraternity is as follows:

1. To promote acquaintance and good fellowship among those men who have attained highest scholastic standing in the School.
2. To stimulate the student body to higher scholastic accomplishment through the bearing, influence and work of these selected men.
3. To develop methods of mutual improvement and advancement among the members of this fraternity.
4. To support high moral, professional and scholastic ideals.

Membership is determined upon high scholastic standards. Admission to the fraternity is by invitation after nomination by the faculty.

## Opportunities for Recreation

Men who are employed in offices or indoor occupations and who are pursuing a strenuous evening program of study should plan to take some systematic form of exercise in order that they may not impair their health and that they may do the most effective work.

Northeastern University is particularly fortunate in being able to place at the disposal of its students unexcelled recreational advantages. The Y. M. C. A. buildings have facilities in the nature of gymnasiums, swimming pools, bowling alleys, billiard rooms, game rooms, and social rooms where students obtain recreational privileges to their liking. Students may come from their work at the close of the day to the university building and enter a gymnasium class, take a swim, use the bowling alleys, or engage in other recreational pastimes before class time and thus renew their energy for the evening's work.



## Colleges Represented in the School of Business Student Body

	Boston	Worcester	Springfield	Providence	Total
American University.....		1			1
Amherst College.....	1				1
Antioch College.....	1			1	2
Atlantic Union College.....		1			1
Bates College.....	1		1		2
Bentley School of Accounting and Finance..	20		3		23
Boston College.....	2				2
Boston University.....	13		5	3	21
Bowdoin College.....	2				2
Brown University.....	1			7	8
Clark University.....		1			1
Colby College.....	1		1		2
College of William and Mary.....				1	1
Colorado College.....			1		1
Cornell University.....		1	1		2
Dalhousie University.....				1	1
Dartmouth College.....	1		1		2
Georgetown University.....				1	1
Germany — Universitaet.....				1	1
Gorham Normal School.....	1				1
Harvard University.....	4	1			5
Hebrew Teachers College.....	1				1
Holy Cross College.....	1				1
International Y. M. C. A. College.....			1		1
Kansas State Teachers College.....			1		1
Lehigh University.....	1				1
Massachusetts Agricultural College.....			2	1	3
Massachusetts Institute of Technology.....	3				3
Methodist College, Newfoundland.....				1	1
Middlebury College.....		1			1
Mount Holyoke College.....		1			1
Nebraska University.....	1				1
New York Institute of Commerce.....	1				1
New York University.....	1	1			2
Northeastern University.....	33	1	6		40
Northwestern University.....				1	1
Norwich University.....	1		1		2
Ohio State University.....		1			1
Oscott College, England.....				1	1
Pace Institute.....	3				3
Prince of Wales College, P. E. I.....	2				2
Providence College.....				2	2
Rhode Island State College.....				4	4
Rice Institute, Texas.....	1				1
Salem Normal School.....	1				1
Simmons College.....	2				2
Smith College.....			1		1
Stevens Institute of Technology.....		1			1
St. Francis College.....			1		1

	Boston	Worcester	Springfield	Providence	Total
St. Lawrence University . . . . .				1	1
Suffolk Law School . . . . .	3	1			4
Syracuse University . . . . .		1			1
Tufts College . . . . .	1		1		2
University of Maine . . . . .			1		1
University of New Hampshire . . . . .	3	1			4
University of Pennsylvania . . . . .			1	1	2
University of Pittsburg . . . . .		1			1
Williams College . . . . .			1		1
Worcester Polytechnic School . . . . .	1	4	1		6
Totals . . . . .	108	19	31	27	185
Colleges Represented . . . . .	30	16	19	15	59

## Secondary Schools Represented in School of Business Student Body

	Boston	Worcester	Springfield	Providence	Total
Abington High . . . . .		1			1
Acton High . . . . .	1				1
Adams High . . . . .			1		1
Agawam High . . . . .			2		2
Amherst High . . . . .			1		1
Appinghouse School, England . . . . .	1				1
Ardwigh Central H. S., England . . . . .			1		1
Arlington High . . . . .	4				4
Ashfield High . . . . .			1		1
Attleboro High . . . . .	2	1		5	8
Auburn High, Me. . . . .		1			1
Ballou and Hobigand Prep. School . . . . .	1				1
Barrington High . . . . .				1	1
Barrow Secondary School for Boys, England . . . . .	1				1
Beatrice High, Nebraska . . . . .			1		1
Bellows Free Academy, Vt. . . . .			1		1
Bell Vue, England . . . . .				1	1
Belmont High . . . . .	3				3
Berlin High, N. H. . . . .	2				2
Beverly High . . . . .	5				5
Biddeford High, Me. . . . .	1				1
Black River Academy, Vt. . . . .			1		1
B. M. C. Durfee High . . . . .	1			3	4
Boston College High . . . . .	7				7
Boston English High . . . . .	37			1	38
Boston Evening High . . . . .	9				9

	Boston	Worcester	Springfield	Providence	Total
Boston H. S. of Commerce.....	26		1		27
Boston Girls High.....	2				2
Boston Latin School.....	5				5
Boston Trade School.....	1				1
Bowdoinham High, Me.....	1				1
Braintree High.....	3			1	4
Brattleboro High, Vt.....			1		1
Brewster Academy, N. H.....	2				2
Bridgewater High, Nova Scotia.....			1		1
Bridgton High, Me.....	1				1
Bristol High, Conn.....			1		1
Brockton High.....	2				2
Brookfield High.....		1			1
Brookline High.....	8				8
Brushton High, N. Y.....	1				1
Bulkeley High, Conn.....	1				1
Caldwell High, N. J.....	1				1
Cambridge High.....	2				2
Cambridge High & Latin.....	10				10
Canso High, Nova Scotia.....	1				1
Canton High.....	3				3
Carbonear High, Newfoundland.....	1				1
Central Falls, R. I.....				7	7
Charlestown High.....		1			1
Chauncey Hall School.....		1	1		2
Chelsea High.....	8		1	1	10
Chicopee High.....	1		13		14
Clason Military Academy.....				1	1
Clinton High.....		2			2
College St. Cesaire, Canada.....			1		1
Concord High, N. H.....	1				1
Cony High, Me.....			1		1
Cranston High, R. I.....				7	7
Cumberland High, R. I.....				3	3
Cumberland County Academy, N. S.....	1				1
Dalton High.....			1		1
Danvers High.....	1		1		2
David Prauty High.....		1	1		2
Dean Academy.....			1		1
Dedham High.....	1				1
Deep River High, Vt.....			1		1
Deerfield Academy.....			1		1
Deering High, Me.....	1				1
Delta Collegiate Inst., Canada.....			1		1
DeWitt Clinton High, N. Y.....			1		1
Dorchester High.....	3				3
Dorchester High for Boys.....	8				8
Dorchester High for Girls.....	1				1
Drummondville College, Canada.....			1		1
Durban Technical High, So. Africa.....			1		1
East Boston High.....	7				7
East Bridgewater High.....	1				1
East Providence High, R. I.....				6	6

	Boston	Worcester	Springfield	Providence	Total
Enfield High, Conn.....			10		10
England.....				1	1
Erasmus Hall High, N. Y.....		1			1
Euphrates High, Turkey.....	1				1
Everett High.....	9				9
Fall River Technical.....				2	2
Fitchburg Business College.....	1				1
Fitchburg High.....	2	1			3
Foxcroft Academy, Me.....			1		1
Framingham High.....	2				2
Franklin High.....	2				2
Franklin Marshall School, Pa.....	1				1
Franklin Union.....	2				2
Fraserburg Academy, Scotland.....				1	1
Fulton High, N. Y.....		1			1
Genesee Wesleyan.....				1	1
Gera, Germany.....		1			1
Gloucester High.....	1				1
Greenfield High.....	2				2
Green Springs, Ohio.....		1			1
Hale High.....	1				1
Halifax Academy, N. S.....				1	1
Hancock High, N. H.....			1		1
Hardwick High.....			1		1
Hartford High, Conn.....			1		1
Harwich High.....	1				1
Haverhill High.....	4				4
Hebron Academy, Me.....	1				1
Hitchcock Free Academy.....			2		2
H. Morgan High, Colorado.....	1				1
Holden High.....	1				1
Holy Name High.....			1		1
Holy Trinity.....	1				1
Holyoke High.....			14		14
Hope St. High, R. I.....				5	5
Horace Mann High.....	1				1
Howe High.....	1				1
Huntington High.....			2		2
Huntington School.....	1				1
Hyde Park High.....	7				7
Immaculate Conception School.....	1				1
Ipswich High.....	1				1
Irvington High, Ind.....				1	1
Jamaica Plain High.....	7		1		8
James Clark School, Scotland.....	1				1
Kingston High, N. B.....	1				1
Lancaster Academy, N. H.....		1			1
La Salle Academy, R. I.....				7	7
Lawrence Evening High.....	2				2
Lawrence High.....	3				3
Lee High.....			1		1
Leominster High.....		4		1	5
Lincoln Prep. School.....	7				7

	Boston	Worcester	Springfield	Providence	Total
Lisbon Falls High, Me. ....			1		1
Littleton High. ....	1				1
Livermore Falls High, Me. ....	1				1
Liverpool Academy, N. S. ....	1				1
Lowell High. ....	7			1	8
Lunenburg High. ....		1			1
Lynchburg High, Va. ....	1				1
Lynn Classical High. ....	8				8
Lynn English. ....	13				13
Malden High. ....	12			1	13
Manning High. ....	1				1
Mansfield High. ....	2				2
Marblehead High. ....	2				2
Marshfield High. ....	1				1
Mary E. Wells High. ....		1			1
Mary Frances Rooney School. ....	1				1
Maynard High. ....	1				1
McKinley High, Ohio. ....	1				1
Mechanic Arts High. ....	10				10
Medfield High. ....	1				1
Medford High. ....	4			1	5
Melrose High. ....	1				1
Methuen High. ....				1	1
Miami High, Florida. ....				1	1
Middleboro High. ....			1		1
Milan, Que. ....	1				1
Milford High. ....	2				2
Millerton, N. B. ....				1	1
Monson Academy. ....			1		1
Monson High. ....			5		5
Montpelier High, Vt. ....	1				1
Moses Brown School. ....				1	1
Mount Carmel School. ....			1		1
Murdock High. ....		2			2
Natick High. ....	1				1
Needham High. ....	2				2
New Bedford High. ....			1	1	2
New Bedford Textile School. ....	1				1
New Boston High, N. H. ....	1				1
Newbury High, Vt. ....			2		2
Newport High, Vt. ....			1		1
Newton High. ....	8				8
Newton Technical High. ....			1		1
New Trier. ....				1	1
North Adams High. ....			1		1
Northampton High. ....			6		6
Northbridge High. ....		3			3
Northfield High, Vt. ....			1		1
North Sydney High, N. S. ....		1			1
Old Point Comfort Prep., Va. ....				1	1
Orange High. ....			1	1	2
Orleans High. ....	1				1
Palmer High. ....			4		4



	Boston	Worcester	Springfield	Providence	Total
Paoli High, Ind. . . . .				1	1
Parker High, Ohio . . . . .		1			1
Parsonsfeld Seminary, Me. . . . .	1				1
Pawtucket High . . . . .				24	24
Peabody High . . . . .	1				1
Phillips Exeter Academy, N. H. . . . .				1	1
Pinkerton Academy, N. H. . . . .	1				1
Pittsburg Academy, Pa. . . . .		1			1
Pittsfield High . . . . .			1		1
Portabello High, Scotland . . . . .	1				1
Port Jefferson High, N. Y. . . . .	1				1
Portland Evening High, Me. . . . .	1				1
Portland High . . . . .	1				1
Portugal . . . . .				1	1
Prince Street School, P. E. I. . . . .	1				1
Providence Commercial High, R. I. . . . .				20	20
Providence Classical High, R. I. . . . .				18	18
Providence Technical High, R. I. . . . .				37	37
Putnam High, Conn. . . . .				1	1
Quebec High . . . . .	1				1
Quincy High . . . . .	10		1		11
Reading High . . . . .	2	1			3
Realgymnasium, Germany . . . . .				1	1
Rensselaer High, N. Y. . . . .	1				1
Revere High . . . . .	7				7
Rindge Technical . . . . .	12				12
Rockport High, Me. . . . .	1				1
Rosary High, Holyoke . . . . .			2		2
Rouses Point High, N. Y. . . . .		1			1
Roxbury High . . . . .	4				4
Roxbury Memorial High . . . . .	1				1
Sacred Heart High . . . . .			1	3	4
Salem Classical High . . . . .	1				1
Salem High . . . . .	5				5
Sanford High, Fla. . . . .				1	1
Saugus High . . . . .	7		1		8
Schopfhum, Germany . . . . .		1			1
Scranton Technical School, Pa. . . . .	1				1
Shead Memorial High, Me. . . . .	1				1
Sheffield Preparatory School . . . . .				1	1
Shrewsbury High . . . . .		1			1
Solon High, Me. . . . .	1				1
Somerville High . . . . .	16		1		17
South Boston High . . . . .	3				3
South Pines High, N. C. . . . .	1				1
South Royalton High, Vt. . . . .	1				1
Springfield Cathedral High . . . . .			14		14
Springfield Central High . . . . .			18		18
Springfield H. S. of Commerce . . . . .		1	54		55
Springfield Technical High . . . . .	1		38		39
St. Albans High, Vt. . . . .			1		1
St. James High . . . . .	3				3
St. Jerome's High, Holyoke . . . . .			2		2

	Boston	Worcester	Springfield	Providence	Total
St. John's High, Worcester		1			1
St. John's Military Academy				1	1
St. Johnsbury Academy, Vt.	1				1
St. Joseph's High	2				2
St. Louis High, Mo.	1				1
St. Mary's Academy	1				1
St. Mary's High	1				1
St. Peter's High	2				2
St. Raphael's Academy				3	3
Stafford High, Conn.	1		1		2
Stephens High, Me.	1				1
Stockbridge High		1			1
Stoneham High	2				2
Stoughton High	1				1
Stuyvesant High, N. Y.		1			1
Suffield School, Conn.			4		4
Sullivan High, Me.	1				1
Sweden				1	1
Taunton High	1				1
Thayer Academy	1				1
Tourtellot Memorial, Conn.				1	1
Town of Webb School, N. Y.	1				1
Trinity Chapel				1	1
Wakefield High	4			1	5
Ware High		1	1		2
Wareham High	1				1
Warren High		1	1		2
Warwick High, R. I.				2	2
Watertown High	2				2
Wellesley High	1				1
Western High, Washington, D. C.	1				1
Westfield High			6		6
West Haven High, Conn.		1			1
West Roxbury High	1				1
West Springfield High			12		12
West Warwick High, R. I.				3	3
Williamsburg High			1		1
Williamstown High			1		1
Williston Academy				1	1
Wilmington High	2				2
Winchester High	3				3
Windsor Locks High			1		1
Winthrop High	3				3
Woburn High	3				3
Wonthaggi Technical School, Australia	1				1
Woodstock High, N. B.	1				1
Woodstock High, Vt.		1			1
Woodward Institute	1				1
Woonsocket High, R. I.				4	4
Worcester Academy			2		2
Worcester Classical	1	10			11
Worcester H. S. of Commerce		36			36

	Boston	Worcester	Springfield	Providence	Total
Worcester North High.....		17		1	18
Worcester South High.....	1	6			7
Wrentham High.....				1	1
Y. M. C. A. School.....	1				1
Total.....	465	110	266	197	1038
Schools Represented.....	160	38	74	56	294

## Geographical Distribution of the Student Body

### Boston

Allston	4	Mansfield	2
Arlington	7	Marblehead	3
Atlantic	2	Mattapan	12
Belmont	4	Maynard	1
Beverly	5	Medford	13
Beverly Farms	1	Melrose	2
Billerica	1	Milton	3
Boston	60	Natick	2
Bradford	1	Needham Heights	1
Braintree	2	Neponset	2
Brighton	3	Newton	9
Brockton	3	Newton Centre	2
Brookline	15	Newton Upper Falls	1
Cambridge	23	Norwood	1
Canton	3	Peabody	1
Charles River	1	Quincy	4
Charlestown	2	Reading	4
Chelsea	11	Readville	2
Chestnut Hill	1	Revere	9
Clifftondale	2	Rockland	1
Dorchester	36	Roslindale	14
East Boston	5	Roxbury	23
East Bridgewater	1	Salem	8
East Milton	1	Saugus	2
Everett	9	Scituate	1
Forest Hills	1	Somerville	24
Framingham	4	South Boston	6
Franklin	3	South Braintree	1
Greenwood	2	Springfield	1
Haverhill	5	Stoneham	5
Holliston	1	Stoughton	1
Hyde Park	6	Verdun, Quebec	1
Ipswich	1	Wakefield	2
Jamaica Plain	13	Waltham	3
Lawrence	5	Wareham	1
Lowell	6	Warren	1
Lynn	21	Watertown	2
Malden	19	Wellesley	4

Wellesley Hills	1	Wilmington	1
West Lynn	2	Winchester	4
West Newton	1	Winter Hill	2
West Rockland, Me.	1	Winthrop	2
West Roxbury	5	Woburn	3
West Somerville	4	Wollaston	9
Westwood	1		

### Worcester Division

Brookfield	1	Northbridge	3
Clinton	2	Shrewsbury	3
Fitchburg	2	Southbridge	1
Grafton	1	Spencer	3
Holden	2	Ware	1
Lancaster	1	Warren	1
Leominster	6	Whalom	1
Lunenburg	1	Whitinsville	1
Millbury	2	Worcester	107

### Springfield Division

Agawam	8	Palmer	2
Chicopee	10	Somers	2
Chicopee Falls	7	Springfield	157
East Longmeadow	5	Thompsonville, Conn.	8
Florence	1	Warehouse Point, Conn.	1
Holyoke	22	Westfield	5
Longmeadow	5	West Hartford, Conn.	1
Leeds	1	West Springfield	16
Ludlow	1	Wethersfield, Conn.	1
Monson	5	Windsor Locks, Conn.	1
Northampton	5	Woronoco	8

### Providence Division

Apponaug	1	New Bedford, Mass.	1
Attleboro, Mass.	4	North Providence	3
Central Falls	7	Pawtucket	35
Cranston	9	Pawtuxet	2
East Greenwich	1	Providence	102
East Providence	4	Riverside	1
Fall River, Mass.	3	Rumford	3
Fiskeville	1	Saylesville	8
Greenwood	1	Seekonk	3
Hillsgrove	1	Swansea	1
Johnston	1	West Barrington	1
Lakewood	1	West Warwick	2
Lonsdale	1	Woonsocket	6
Manton	2		

## Degrees Conferred in 1930

### Boston

#### Bachelor of Commercial Science

JOSEPH L. COHEN	MATAICHIRO NARAZAKI
FRANCIS RICHARD HART	EDWARD JOSEPH POWERS
EBEN HERBERT JOHNSON	ROBERT S. RAISBECK
LEON KANTOR	DOMINICK SICARI
ERIC PETER HOLMES LARSEN	NELLIE BELLE SPROULE
THOMAS FRANCIS MAHONEY	J. KENNETH STEVENSON
CHARLES MISSLE	THEODORE FRANCIS TRASK
THOMAS FRANCIS WOODS	

#### With High Honor

JOSEPH ABRAHAM AARON	ALBERT MILLER
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#### With Honor

JOHN HUGH KENNEDY
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### Worcester Division

#### Bachelor of Commercial Science

LEON G. MAY

### Springfield Division

#### Bachelor of Commercial Science

JAMES EDWARD CHRISTIAN	THOMAS RAYMOND MORIARTY
WILLIAM LAWRENCE DELANEY	HAROLD AMOS OBREY
ERNEST JOSEPH GODDARD	VICTOR OLEAGA
LEON PECK HITCHCOCK	FRANCIS WILLIAM OLSCHAFSKIE
FREDERICK EDWARD MESSIER	ARTHUR PORTER
GEORGE ARNOLD YARRINGTON	

#### With Honor

KATHERINE MARY GEAR
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### Providence Division

#### Bachelor of Commercial Science

WALTER JOSEPH HUSSEY	CHARLES NEVATT LOGAN
ERIC HAROLD JERNQUIST	FLORIO SCORPIO



# Register of Students

School Year of 1930-1931

## Graduate Students

### Boston

ALPERT, ALEXANDER	LL.B. Northeastern University	East Boston
BARNES, JOHN A.	LL.B. Northeastern University	Salem
BARNSTEAD, GEORGE R., JR.	B.S. Dartmouth College	Stoneham
BARRY, EDWARD F.	A.B. Harvard College	South Boston
BESSEY, ADRIAN E.	B.S. Tufts College	West Newton
BRYANT, STANLEY W.	B.C.E. Northeastern University	Allston
CAVANAGH, FRANK J.	LL.B. Suffolk Law School	Brighton
COOK, HERBERT C.	B.C.E. Northeastern University	Brookline
COTTON, LEO	B.C.S. Northeastern University	Dorchester
CROTTY, KENNETH	A.B. Harvard College	Frammingham
DENGESKI, WILLIAM B.	LL.B. Northeastern University	Cambridge
DUNN, WILLIAM J.	A.B. Boston College	Newton
EVERETT, ALBERT E., JR.	B.C.E. Northeastern University	Newton
GAFFNEY, WILLIAM E.	B.Ch.E. Northeastern University	Wareham
GOROVITZ, ISRAEL H.	A.B. Harvard College	Hyde Park
	LL.B. Harvard Law School	
GREGORY, LOUIS K.	B.S. Norwich University (Vt.)	Boston
HAINES, NORMAN W.	LL.B. Northeastern University	Reading
HAZEN, HOLLAND W.	LL.B. Northeastern University	Somerville
HUBBARD, BRADFORD S.	A.B. Amherst College	So. Braintree
HURLEY, MARY H.	A.B. Brown University	Boston
JOHNSON, MELVIN H.	B.C.S. Northeastern University	Reading
KARASIK, BETTY S.	LL.B. Northeastern University	East Boston
McCOOMBE, CHARLES M.	B.E.E. Northeastern University	Atlantic
MERKELSON, IRVING	B.S. Massachusetts Institute of Technology	Roxbury
	LL.B. Northeastern University	
MILENDER, ROWENA K.	LL.B. Boston University	Brookline
MORAN, ANNE C.	S.B. Simmons College	Milton
MORAN, WILLIAM F.	LL.B. Northeastern University	Boston
MOREHEAD, MARION B.	LL.B. Northeastern University	Boston
O'CONNOR, JOHN F.	A.B. Bates College	Dorchester
O'ROURKE, FRANCIS M.	A.B. Boston College	Salem
RICHARDSON, EARLE L.	B.E.E. Northeastern University	Fitchburg
SCANLON, VINCENT	LL.B. Suffolk Law School	Brighton
SHARP, ELLIOT R.	B.S. Dartmouth College	Brookline
SHULMAN, MORRIS	S.B. Massachusetts Institute of Technology	
	LL.B. Boston University	Roxbury
SULLIVAN, JAMES J.		Boston

### Worcester Division

CARLSTROM, CARL F.	B.S. Worcester Polytechnic Institute	Worcester
DAMON, D. BRADFORD	B.Ch.E. Northeastern University	Worcester
KNOWLTON, SIDNEY B.	LL.B. Northeastern University	Worcester
MACLENNAN, CHARLES	B.S. Worcester Polytechnic Institute	Millbury

MILLER, EILEEN M.	A.B. Mount Holyoke College	Worcester
MOOSSA, WALTER J.	A.M. Clark University	
RATHBUN, ALAN E.	LL.B. Suffolk Law School	Worcester
SPEAR, HADLEY	B.I.E. Ohio State University	Worcester
SPITZHOFF, HENRY	B.S. Middlebury College	Worcester
	M.E. Stevens Institute of Tech- nology	Worcester
WILBER, ALBERT B.	B.S., M.E. Syracuse University	Worcester

### Springfield Division

ATWATER, WILLIAM C.	B.S. Bellevue College	Springfield
	M.M.E. Harvard University	
BENT, ATWOOD H.	B.S. Bowdoin College	Longmeadow
BERGMANN, CAROLINE E.	B.C.S. Northeastern University	Westfield
	Columbia University	
COFFEY, EDWARD J.	B.C.S. Northeastern University	Springfield
COLLINS, JOHN FRANCIS	A.B. Holy Cross College	Springfield
FERRIS, AUSTIN JOHN	A.B. Holy Cross College	Westfield
FINN, WILLIAM S.	B.P.E. International Y.M.C.A. College	West Springfield
HAGER, LAURA W.	B.A. Smith College	Springfield
LABINE, ARTHUR G.	B.C.S. Northeastern University	Springfield
MACDONNELL, CHARLES E.	B.C.S. Northeastern University	Springfield
MOAURO, JOSEPH S.	B.E.E. Northeastern University	Springfield
SPEER, CHARLES ALVA	A.B. Kansas State Teachers' College	Springfield
STONE, PAULINE	A.B. Vassar College	Springfield
TANNEYHILL, ANNA E.	B.S. Simmons College	Springfield
WHITNEY, RUSSELL	B.S. Dartmouth College	Springfield
	LL.B. Northeastern University	

### Providence Division

ANDELMAN, LEO	B.B.A. Boston University	Providence
BARROWS, CLYDE C.	Ph.B. Brown University	Providence
CAREY, WILLIAM J., JR.	B.S. Northwestern University	Providence
HORAN, NORMAN E.	Sc.B. Brown University	Providence
RICCI, AMEDEO	A.B. Brown University	Providence
THOMPSON, THOMAS E.	B.A. Providence College	Rumford
WHITNEY, WALTER F., JR.	Ph.B. Brown University	Providence

## Undergraduate Students

### Boston

#### Seniors — Class of 1931

ANDREWS, JOHN T.	East Walpole	CUTRONI, WILLIAM F.	Cambridge
BAILEY, BENJAMIN A.	East Boston	Boston University	
	Bentley School of Accounting and Finance	FERNANDEZ, JOSE B.	Brooklyn, N.Y.
BURKE, JOHN J.	Dorchester	New York University	
BURNETT, GEORGE S.	Revere	College of the City of New York	
BURTON, HARRY E.	Roslindale	HOYT, EVERETT L.	Stoneham
	Northeastern University	LEE, GEORGE W.	Brookline
CURTIS, LAURENCE D.	West Roxbury	LOAN, FRANCIS C.	Somerville

LOWELL, ARTHUR S.	Malden	NIEMYSKI, JOHN J.	Cambridge
LUTUS, RICHARD A.	Arlington	Northeastern University	
Bentley School of Accounting and Finance		ROBINSON, FRANK J.	Arlington
MALLONEE, FREDERICK E.	Revere	ROSS, ROBERT B.	Everett
MILLARD, NORMAN R.	Brighton	SCHWARTZ, MAX	Lynn

## Juniors — Class of 1932

BROWN, ROBERT M.	Reading	MOORES, ALLAN W.	Chelsea
DANTES, DAVID M.	Charlestown	Bentley School of Accounting and Finance	
Baltimore College of Commerce New York Institute of Commerce and Accounting		MOSCONI, JOHN F.	Arlington
College of the City of New York		O'MALLEY, JAMES F.	Lynn
DAVIS, JULIAN E.	East Braintree	PEARY, THEODORE R.	Cambridge
EVANS, WILLIAM S.	Lynchburg, Va.	Harvard College	
Bentley School of Accounting and Finance		PITCHER, WILLIAM H.	Marblehead
FROST, RUTH M.	Waltham	Bentley School of Accounting and Finance	
Simmons College		POWER, JOHN R.	Brookline
Boston University		SAVI, VINCENT P.	Boston
GARBER, ISRAEL	Lynn	Bentley School of Accounting and Finance	
KRASNOW, ALEXANDER	Winthrop	SEARS, HAROLD C.	Natick
Hebrew Teachers College		Boston University	
Bentley School of Accounting and Finance		SPAULDING, ELVIA A.	Somerville
MARCHETTA, PETER	Medford	Boston University	
MASON, PEARL	Newton	SWINDELL, KENNETH G.	Everett
New Hampshire State University		WILFORD, ALVIN M.	Swampscott
MEIKLE, GORDON	Marblehead	WILLIAMS, CHARLES W.	Brockton
		Boston University	
		YOUNG, ANTHONY J.	South Boston

## Upper Middlers — Class of 1933

BALENTINE, A. ELMON	Wollaston	GILSON, LLOYD	Hyde Park
Northeastern University		Bentley School of Accounting and Finance	
BLOSSOM, WALTER D.	Saugus	GIUGGIO, RALPH	Roxbury
Boston University		Bentley School of Accounting and Finance	
Simmons College		GORMAN, WILLIAM J.	Roxbury
Mass. Inst. Tech.		Boston University	
Harvard College		GOULD, ELMER C.	Hyde Park
Clark University		HALSBAND, ARTHUR	Revere
BURDEN, ROBERT J.	Dorchester	JONES, JOHN N.	Somerville
Bentley School of Accounting and Finance		MALONE, MARTHA E. (MRS.)	Chelsea
CHASE, W. FREDERICK	Lowell	Boston University	
CLARKE, BERTRAM G.	Chelsea	MILNE, DAISY S.	Boston
Bentley School of Accounting and Finance		MURPHY, MARY E.	Wollaston
CUTLER, NAOMI A.	Cambridge	PEOPLES, JAMES A.	Arlington
Boston University		POWERS, THOMAS F.	Wakefield
ENNEGUSS, JOHN T.	Maynard	SCOLLINS, HAROLD F.	Roslindale
Bentley School of Accounting and Finance		Bentley School of Accounting and Finance	
FIELDS, HAROLD M.	West Somerville	SHEEHAN, CATHARINE	Lynn
Bentley School of Accounting and Finance		Boston University	
FORTI, ANTHONY G.	Medford	Boston College	
FOURNIER, ALCIDE J.	Malden	Columbia University	
FULHAM, JOHN A.	Belmont	SIMPSON, ALFRED V.	Jamaica Plain
		TASHJIAN, ARAM H.	Everett
		Northeastern University	

## Lower Middlers — Class of 1934

ASERKOFF, LOUIS	Mattapan	LONG, CORNELIUS J.	Everett
BILLINGS, FRED O.	Boston	MACLEOD, ALEXANDER J.	Dorchester
BLYTH, AGNES S.	Newton	MACLEOD, MALCOLM L.	Cambridge
BOUTTE, OLIVER G.	Boston	MACMAHAN, RUTH E.	Malden
COLLIER, ALEC	Lynn	Boston University	
COOK, HERBERT E.	Roxbury	MANNING, JOHN J.	Watertown
COSTELLO, WALTER F.	Cambridge	MCBRIDE, JOHN R.	Lynn
DEWOLF, ELESTUS S.	Wollaston	MUKA, MARTIN	Greenfield
DISILVA, ANTHONY	Somerville	PALM, HENRY W.	Beverly
GAY, NORMAN L.	Medford	PHILLIPS, MARTHA A.	Boston
GLADSTONE, NAT	Boston	QUINLAN, FRANCIS W.	Dedham
GOLDFARB, SAM	Dorchester	RHYNOLD, JOHN C.	Somerville
Northeastern University		RICHARDSON, JAMES S.	Malden
GRANT, ELIZABETH	Boston	RIORDAN, EUGENE J.	Cambridge
GRIFFIN, JOHN T.	Quincy	SAKLOFSKY, PHILIP	Lynn
HALL, JONATHAN A.	Malden	SHAPIRO, JACK	Roxbury
HANSEN, GEORGE M.	Roslindale	SIMPSON, VERA L.	Arlington
HANSON, SVEN E.	Medford	SMITH, EMMETT R.	Atlantic
HATTON, ELMER	Roxbury	STEPHENS, FRANK G.	Boston
HILLYARD, FREDERICK C.	Roslindale	STONE, ROBERT E.	Waltham
Newfoundland University		Northeastern University	
INGALLS, WARREN U.	Marblehead	SYLVESTER, HARRY M.	Jamaica Plain
Bentley School of Accounting and Finance		TERWILLEGER, HILLARD A.	Harpersfield, N. Y.
JOHNSON, HAROLD F.	Boston	THOMPSON, RALPH C.	Salem
JOHNSON, ROY A.	Jamaica Plain	TINSLEY, AGATHA M.	Boston
KELBERMAN, MORRIS	Roxbury	WASHBURN, NORMA L.	East Bridgewater
KELLEHER, GERTRUDE M.	Salem		
KING, JANET C.	Melrose		

## Sophomores — Class of 1935

AYER, JOHN W.	Brookline	GROLNIC, ABRAHAM	Boston
AYERS, ROBERT S.	West Somerville	*GURGENSEN, FRITZ J.	Boston
BEATON, ARTHUR K.	Allston	HARVEY, CHARLES V.	Lawrence
BLAKE, HARLEY T.	Dorchester	HINES, EDWARD G.	Boston
BLOSSOM, IDA L.	Saugus	HOGAN, MARGUERITE F.	Newton Ctr.
BROOKS, JAMES F.	Roxbury	HUTCHINSON, VIRGINIA C.	Lynn
BUNKER, AUSTIN T.	Winter Hill	JACK, NORMAN R.	Beverly Farms
Columbia University		JACOBS, JOSEPH A.	Roxbury
CAINE, EDWARD W.	Somerville	JEROME, HARRY	Lowell
CALK, NATHAN	Dorchester	Boston University	
CHOATE, RAYMOND H.	Salem	JOHNSON, STANLEY W.	Brookline
CHURCHILL, ROBERT L.	Everett	KAUFMAN, ISRAEL	Chelsea
COVELL, JAMES W.	Lynn	LADD, EDWARD H., JR.	Belmont
CRISPIN, ELMER C.	West Roxbury	Northeastern University	
DEANS, ROBERT F.	Plymouth	LIPPIN, ELMER F.	Newton
DONLEY, CEDRIC A.	Malden	MACDONALD, GEORGE R.	Mattapan
DURNING, JOHN P.	Malden	MACLEOD, MURDOCK A.	Allston
ERICKSON, WINNIFRED J.	Wollaston	Prince of Wales College	
FOSTER, RAYMOND P.	Framingham	MALMGREN, CARL	Malden
Antioch College		Pace Institute	
FRITZ, JAMES R.	Somerville	MCARTHUR, GEORGE T.	Boston
FURMAN, MORRIS	Dorchester	MCCABE, JOHN L.	Jamaica Plain
GERKE, CARL D.	Malden	MCCARTHY, JOSEPH F.	Malden
GORDON, ISADORE	Roxbury		

\*Deceased

McMORROW, JOHN J. <i>Boston University</i>	Lawrence	RUBENSTEIN, FRED	Mattapan
MEDNIS, ADAM A.	Neponset	RUBINSTEIN, PHILIP	Beverly
MERRITT, EDWARD D.	Newton	SCHWARTZ, ISRAEL M.	Chelsea
MICHAEL, WILLIAM S.	Newton	SHANFIELD, SAMUEL	Dorchester
MORIARTY, CHARLES E.	Lynn	<i>Northeastern University</i>	
MORRISON, JOHN S. B.	Cambridge	SILVERMAN, LOUIS J.	Dorchester
MULLANEY, HENRY W. <i>Harvard College</i>	Dorchester	SOLOMON, ABRAHAM G.	Franklin, N. H.
MYRON, FRANCIS G. <i>Northeastern University</i>	East Lynn	<i>University of New Hampshire</i>	
NERDEN, JOHN J.	Mattapan	STEARNS, RALPH C.	West Somerville
NEWBERG, CHARLES A.	Lynn	STEIN, ROBERT L.	Roxbury
NEWMAN, GEORGE M.	Medford	STEINBERG, DAVID	Mattapan
NICHOLSON, JAMES H.	Boston	STRAZZULA, MATTHEW J.	Revere
NOVICK, SAMUEL	Dorchester	TAPPER, JOSEPH L.	Chelsea
ORENSEN, JANET L. <i>Boston University</i>	Roxbury	THIELSCH, WALTER F.	Jamaica Plain
PALMER, ARTHUR S.	North Scituate	<i>Boston University</i>	
PARSONS, PHILIP E.	Cambridge	TRAHEY, ROBERT	Cambridge
PATTERSON, FREEMAN K.	Boston	WHITE, ROBERT L. G.	Lynn
PROTOPAPAS, LEONIDAS N.	Lowell	WILSON, CHARLES F.	Boston
ROHDE, CHARLES L., JR.	West Roxbury	WOLFE, DOROTHY	Dorchester
ROPER, WILLIAM L.	Boston	<i>Boston University</i>	
		WOODLAND, VICTOR J.	Watertown
		YORK, MORTON E.	Lynn
		ZAVODNICK, BERNARD	Dorchester
		ZIEGLER, ALBERT F.	Allston

## Freshmen — Class of 1936

ALLEN, RUTH H.	Dorchester	DEXTER, RICHARD D.	Beverly
ALLMAN, BERNARD	Revere	DONNELLAN, ROBERT S.	Boston
ANDERSON, PAUL	Lowell	DROMGOOLE, GEORGE W.	Medford
<i>Bentley School of Accounting and Finance</i>		EVANS, RICHARD C.	Malden
ARABIAN, KARL J.	Cambridge	FAIRBANK, CHARLES W.	Salem
BARTLETT, ADELBERT M.	Woburn	FINNEGAN, LEO J.	Dorchester
BERGER, ABRAHAM	Haverhill	FLANNERY, CHRISTOPHER E.	South Boston
BERKALL, BENJAMIN A.	Dorchester		Revere
BINDER, ABRAHAM H.	Mattapan	FREEMAN, GEORGE W.	<i>Northeastern University</i>
BOWERING, WARREN	Roslindale	FRYHON, STANLEY O.	Dorchester
BRIDGHAM, CHARLES B.	Boston	GALOTTI, JOHN L.	Braintree
BROWN, JAMES L., JR.	Cambridge	GIBADLO, JENNIE	Salem
BURKE, KATHERINE	Dorchester	GILES, SIDNEY	Somerville
BURNHAM, CHARLES F.	Clifondale	GOLDBERG, JACOB	Stoughton
CAMPBELL, RALEIGH B.	Lowell	GRANGER, HOMER J.	Somerville
CHRISTIENSEN, CLARENCE W.	Mattapan	HANLEY, THOMAS A.	Jamaica Plain
COFFEY, JOHN F.	Jamaica Plain	<i>Boston University</i>	
CONNERY, JOSEPH D.	West Lynn	HAYES, ALFRED M.	Roslindale
CONROY, MARY E.	Belmont	HOOPER, HAROLD H.	Wakefield
COOLEN, DONALD B.	Quincy	HOPE, JAMES P.	Dorchester
COSCIA, NICHOLAS	Malden	HURLEY, THOMAS F.	Jamaica Plain
CRIVELLO, PETER T.	Boston	<i>Boston University</i>	
CRUICKSHANK, GEORGE P.	Roslindale	<i>Northeastern University</i>	
CROWLEY, DAVID V.	West Roxbury	IRBIN, PAUL	Jamaica Plain
CUDDY, HOWARD W.	Needham	JEFFERSON, HAROLD E.	Clifondale
CUMMING, GORDON G.	Waltham	<i>Boston University</i>	
CURLEY, EDWARD E.	Brighton	JEWELL, ROBERT H.	Brookline
DEANGELIS, EDWARD	Roslindale	JOHNSON, CHARLES W.	Readville
DEW, ERNEST A.	Greenfield	JOHNSON, HERBERT R.	Woburn
<i>Northeastern University</i>		JONES, ROBERT H.	South Portland, Me.
		KADDARAS, JAMES C.	Lynn



KADEN, ISADORE J.	Mattapan	NORMAN, SAMUEL J.	Roxbury
KAPLAN, DAVID	Dorchester	NORTON, JOHN F.	Malden
KAPLAN, FRANK	Chelsea	NYER, MAX	Dorchester
KAPLAN, YALE	Dorchester	NYER, VICTOR	Dorchester
KATZEN, ARTHUR	Cambridge	O'CONNOR, WILLIAM R.	Roslindale
KEENE, FREDERICK W.	Brookline	PARADISE, WHITMAN O.	Billerica
KIMBALL, WARREN Y.	Washington, D. C.	PATERSON, KATHERINE M.	Boston
KIRK, HOWARD H.	St. Johnsbury, Vermont	PAVIA, FRANK S.	Framingham
KIRKPATRICK, JAMES T.	Boston	PENNA, ACHILLES	Winchester
KREMMELL, WILLIAM P.	Dorchester	PENNA, GEORGE	Winchester
LAING, GEORGE F.	Brockton	PERLEY, ELIAS T.	Milton
LESSARD, RODERICK W.	Lowell	PHELPS, MERLE E.	Staffordville, Conn.
LEVY, HYMAN	Dorchester	PHINNEY, LUCY W.	Dorchester
LIEBFRIED, GEORGE F.	Winthrop	PINE, THOMAS A., JR.	Wollaston
LOPEZ, CHARLES A.	Cambridge	PIRANIAN, POOZANT	Roxbury
LOUCKS, FRANCIS W.	Franklin	PURNEY, JOHN R.	West Newton
LOUMOS, PETER A.	Belmont	RABINOVITZ, PHILIP	Roxbury
MACMINN, CHARLES L., JR.	Newton Center	RADWAY, CHARLES A.	Newton
MADAN, ELLSWORTH R.	Readville	RICKER, NORMAN G.	West Roxbury
MALONEY, JOSEPH O.	Malden	ROSENTHAL, PHILIP	Dorchester
MARSHALL, CHARLES B.	Wellesley	ROSS, ROSE	Chelsea
MAX, GEORGE, JR.	Lawrence	ROTSKY, ROY S.	Mattapan
MAXFIELD, CHARLES F.	West Lynn	ROURKE, JOSEPH F.	Cambridge
MCDERMOTT, JAMES J.	Somerville	SCHELL, HELEN M.	Roxbury
MCGANN, THOMAS M.	Jamaica Plain	SCHURMAN, AUBREY C.	Cambridge
McGAREY, EDGAR E.	Newton	SHEA, HELEN	Cambridge
McINNIS, FREDERICK F.	Boston	SHEFTMAN, SYDNEY	Dorchester
McKEE, JAMES S.	Medford	SOMMERS, HAROLD F.	Boston
McKINNIS, PETER P.	Lawrence	SONDERGARD, CLARENCE O.	Boston
McLAIN, GEORGE G.	Somerville	SULLIVAN, CORNELIUS	Charlestown
MEDNICOFF, MAURIE	Haverhill	SULLIVAN, EUGENE D.	Boston
MERELIS, MORRIS C.	Dorchester	SULLIVAN, WILLIAM F.	Medford
MICHELMAN, ROBERT L.	Boston	TABER, ALBERT L.	Mattapan
MILLER, HARRY	Dorchester	TRETHERWAY, ROBERT P.	Roslindale
MOGAN, MICHAEL J.	South Boston	TUCKER, CLARENCE J.	Chelsea
MOORE, RICHARD G.	Stow	VERNON, THEODORE	Dorchester
MURPHY, RICHARD H.	Mattapan	VIETAS, FRANK B.	Somerville
NELSON, ROY E.	Woburn	WENTWORTH, CLAYTON	Stoneham
NEVINS, JACK	Chelsea	WETTRE, WESLEY S.	Malden
NIELSON, BERNDT A.	Brookline	WILCOX, NORMAN R.	Greenwood
NIEMYSKI, LEO F.	Cambridge	WINTER, HERBERT H.	Haverhill
		YOUNG, RUSSELL V.	Somerville
		ZALKIND, CARL	Brookline
		ZITANER, CLARENCE	Chelsea

## Special Program Students

ADAMS, RAYMOND R.	Wollaston	BUFFEY, BERTRAM C.	Malden
ANDERSON, ROBERT F.	Westwood	BURROWS, DAVID W.	Dorchester
ARENDTZ, HERMANN A.	Neponset	CAMERON, EULAH P.	East Mansfield
BAUM, PETER L.	Somerville	CANFIELD, IRVING R.	Saugus
BAZIN, HERMAN L.	South Lawrence	Boston University	
BLACKMER, ALLAN M.	Boston	CARROLL, RICHARD F.	Natick
Blake, DONALD	Wollaston	CASEY, KENNETH M.	Wilmington
BLOMQUIST, EDWIN G.	Arlington	CHANDLER, HORACE A.	New Boston, N. H.
Northeastern University		University of New Hampshire	
BLUHM, WALTER J.	Jamaica Plain	CHICHETTO, FRANK A.	Pittsfield
BROWNE, WILLIAM	Malden	CHOATE, MILTON G.	Salem

CHURCHILL, CHARLES F.	Arlington	*LEIGHTON, ARNOLD R.	Stoneham
CLAYBOURNE, RICHARD	Malden	LOUD, GEORGE	Cambridge
COHEN, COLEMAN D.	Revere	LUPOLI, JOSEPH	East Boston
COOK, JOSEPH W.	West Roxbury	MACDONALD, MELVIN L.	Brookline
COOLBROTH, JOHN S.	West Somerville	<i>Suffolk Law School</i>	
CRONIN, WILLIAM J.	Medford	MACGOWAN, CHARLES F.	Holliston
CROWLEY, ROBERT A.	Hyde Park	MACKINNON, EDWARD	Somerville
DAILEY, JAMES B., JR.	Somerville	MANTER, HAROLD D.	Forest Hills
DALY, CHARLES I.	Quincy	MATHISON, GEORGE B. C.	Wollaston
DIGGIN, DANIEL J.	Dorchester	MCCLELLAN, ROBERT J.	Wollaston
DITCHFIELD, VERNON W.	Lynn	MCDERMOTT, FRANCIS L.	Medford
DUFFY, EDWARD T.	West Roxbury	MCGAHAN, MARGARET C.	Somerville
DUNLOP, DOUGLAS M.	Dorchester	McLAREN, HENRY	Brookline
DUTHIE-STRACHAN, GEORGE		McLAUGHLIN, LULU T.	Jamaica Plain
	Chestnut Hill	<i>Boston University</i>	
EAGAN, FREDERIC L.	South Boston	McMANUS, JOHN J.	Brookline
ELSON, ETHEL M.	Maynard	McNICHOLAS, JAMES	South Boston
FANNON, JOHN V.	Somerville	MEGATHLIN, WILLIS A.	Wollaston
	<i>Pace Institute</i>	MELLIN, ANNA T.	Everett
FISHER, MARGARET C.	Rockland	MEYERS, HARRY J.	East Dedham
FITZHERBERT, LEROY G.	Wellesley	MILLER, CHARLES P.	Marblehead
	<i>Mass Institute of Technology</i>	MITCHELL, VINCENT H.	Roslindale
FREEMAN, CHARLES E., JR.	Boston	MOORE, NELSON C.	Medford
GAQUIN, LESLIE W.	Haverhill	MOULLOY, WILLIAM P.	Somerville
GIVEN, MARGUERITE	Brockton	MORRIS, HAROLD W.	Lynn
GLENNON, JOHN E.	Roslindale	MORRIS, JOHN J.	Watertown
GRANT, ARTHUR E.	Beverly	MORRISON, CHARLES J.	Canton
	<i>Bentley School of Accounting and Finance</i>	MOVSESIAN, CHARLES	Bradford
GRIFFIN, KATHARINE F.	Somerville	MURPHY, JOSEPH W.	Winchester
GROSSMAN, ANNE S.	Mattapan	MURRAY, JAMES	Boston
GUESUS, RANDOLPH M.	Boston	<i>Northeastern University</i>	
GUIDARA, SADIE	Roslindale	NIXON, GEORGE J.	Cambridge
GUNDRY, WALTER L.	Hyde Park	NYLIN, AGNES C.	Allston
HALLAHAN, RAYMOND F.	Milton	O'CONNOR, MARGARET G.	Dorchester
	<i>Colby College</i>	PAIGE, FREDERICK W.	Greenwood
	<i>Yale University</i>	<i>Bentley School of Accounting and Finance</i>	
HANRAHAN, JOSEPH	Dorchester	PARSONS, GEORGE E.	Boston
	<i>Bentley School of Accounting and Finance</i>	PEARSON, SIGNE H.	Wellesley
HARRIGAN, MARGARET C.	Haverhill	PENDERGAST, GEORGE F.	Cambridge
HAYES, EARLE R.	Canton	PETERSON, ELEANOR M.	Lynn
HERSEY, ALBERT D.	Wellesley Hills	POWER, KATHERINE E.	Roxbury
HOLMES, IRENE M.	Everett	<i>Boston University</i>	
HUMPHREY, ORRA F.	East Boston	PRATT, BERTHA F.	Lynn
INGALLS, WILLIS J.	Peabody	PURINTON, ELLIS M.	Beverly
JANES, VINCENT	Jamaica Plain	<i>Bentley School of Accounting and Finance</i>	
JETTER, ROSE F.	Jamaica Plain	QUINBY, LLOYD B.	Brookline
JOHNSON, CLAIR H.	Boston	REILLY, JOHN F.	North Andover
	<i>Nebraska Wesleyan University</i>	REITZ, JOHN A.	Charlestown
	<i>Harvard University</i>	<i>Ohio Northern University</i>	
JOHNSON, MAY E.	Franklin	RENDELL, HENRY H.	Everett
KEENE, WARREN E.	Medford	RICHARDS, LEONARD J.	Wellesley
KILEY, MAURICE F.	Revere	RICHARDSON, ALLAN T.	
KORINSKY, LAWRENCE E.	Dorchester		Newton Upper Falls
LARSON, LAMBERT F.	Attleboro	SAMMETT, CARL V.	Cambridge
LEFEBVRE, ROLAND G.	Brookline	SAMUELS, HELEN N.	Revere
LEFAVOUR, RICHARD C.	Beverly	SASSE, ELIZABETH D.	Dorchester

\*Deceased

SCHWARTZ, MORRIS	Roxbury	URANN, SUMNER T.	Malden
SLOANE, RICHARD L.	Somerville	VALLETT, WALTER A.	Mansfield
<i>Boston University</i>		VARNEY, AUSTIN A.	Somerville
SMALL, ELMER C.	Melrose	WALSH, EVELYN B.	Somerville
SMITH, EBEN F.	Needham Heights	WALSH, MATTHEW V.	Dorchester
SOLOMON, FLORENCE M.	Arlington	<i>Bentley School of Accounting</i>	
STACY, ROGER L.	Malden	<i>and Finance</i>	
STORY, RALPH B.	Essex	WARBURTON, OLGA I.	
SWARTZ, MOLLY G.	Lowell	<i>Charlottetown, P. E. I., Canada</i>	
THOMAS, ROBERT L.	Boston	<i>Prince of Wales College</i>	
TORRUP, HILDA M.	Winchester	WELCH, JOHN F.	Revere
TUTTLE, O. ELTON	Canton	WIGGIN, THOMAS F.	Quincy

### Worcester Division

#### Seniors — Class of 1931

ANDERSON, RALPH D.	Worcester	ISRAEL, NATHAN E.	Warren
BASS, IDA S.	Worcester	KOWALSKI, THEOPHA	Worcester
BJORKMAN, EVELYN C. Mrs.		O'HARA, M. FRANCIS	Worcester
	Worcester	SOLOMON, BARNEY	Worcester
CLAFLIN, FRED G.	Worcester	STOLIKER, ALFRED L.	Worcester
FOWLER, CLAYTON F.	Worcester	SULLIVAN, M. CLARE	Ware
HARTWELL, SIDNEY E.	Worcester	WAKEFIELD, GEORGE M.	Lunenburg

#### Juniors — Class of 1932

CARLSON, SVEN H.	Worcester	RIVERS, RUSSELL C.	Worcester
PALM, EDWIN E.	Worcester	TABOR, FRANKLIN W.	Worcester
POWELL, HENRY B.	Worcester	WENDELL, HAROLD U.	So. Lancaster
<i>New York University</i>		<i>Atlantic Union College</i>	

#### Upper Middlers — Class of 1933

FRANTZ, GEORGE A.	Worcester	OLIVA, HERBERT A.	Worcester
LOFF, RAYMOND I.	Worcester		

#### Lower Middlers — Class of 1934

ANDERSON, BERNARR	Worcester	JOHNSON, EBBA I.	Worcester
<i>Worcester Polytechnic Institute</i>		LAUGHLIN, WILLIAM T.	Worcester
ANDERSON, FLOYD	Worcester	MCDONALD, MARTIN J.	Clinton
GORDON, JAMES K.	Worcester	MORTON, LLOYD	Worcester
JACKSON, JOHN W.	Worcester	NEWELL, RALPH C.	Worcester
JEWETT, DONALD R.	Worcester	POUTNEY, JOHN R.	Worcester

#### Sophomores — Class of 1935

ADAMS, CLAYTON W.	Worcester	HODGSON, JOHN H.	Worcester
BASKIN, MAX	Worcester	KOHLER, RUDOLPH O. K.	Worcester
BERG, CARL B.	Leominster	MARTIN, WILLIAM L.	Worcester
BERGSTROM, PAUL G.	Worcester	MCATEE, WILLIAM J., JR.	Shrewsbury
BIGDA, STANLEY C.	Worcester	MORSE, E. DAMON	Spencer
BOULEY, T. RAYMOND	Worcester	MUIR, JOHN H.	Worcester
COX, FRANCES R.	Worcester	MULLET, DORRIS E.	Worcester
CLOUTIER, NELSON A.	Worcester	NEWELL, ORA W.	Worcester
DRAGON, ALBERT E.	Southbridge	PYNE, JOHN R.	Worcester
ELLINGHAM, HAROLD W.	Worcester	<i>Worcester Polytechnic Institute</i>	
ERICKSON, ROBERT G.	Worcester	RANKIN, GORDON T.	Whitinsville
FOLEY, ANN	Worcester	SNOW, JOHN E.	Worcester
GARFIELD, HERBERT S.	Worcester	WILK, JULIUS J.	Worcester
GIFFORD, ARNOLD N.	Worcester	YOFFE, SAMUEL	Worcester
GOULDING, FARNHAM B.	Worcester		

## Freshmen — Class of 1936

ADAMS, CHARLES E.	Northbridge	LINDBERG, CARL R.	Worcester
ADAMS, EVERETT E.	Northbridge	MAYO, EARL L.	Brookfield
BLUM, BERTON E.	Holden	MCGURL, EUGENE	Worcester
BOLCANOFF, PETER	Worcester	MC HUGH, JOHN H.	Leominster
CARPENTER, ERNEST	Worcester	MULLAN, PAUL E.	Worcester
COFFEY, JOHN J.	Fitchburg	NEEDHAM, REGINALD W.	Worcester
CONNORS, EDWARD D.	Worcester	O'CONNOR, TIMOTHY J.	Worcester
DAHLSTROM, ERIC C.	Worcester	PARKS, EDWARD	Worcester
DONNELLY, JAMES H.	Spencer	PAULUKONIS, ALBERT E.	Worcester
<i>University of New Hampshire</i>		PEACOCK, GEORGE H.	Leominster
DOWD, ELIAS	Worcester	PERSON, EVERETT	Worcester
FLAGG, MARO P.	Worcester	PITCHER, STANLEY	Worcester
FRANZ, RUSSELL K.	Worcester	POIRE, ALBERT O.	Worcester
<i>Cornell University</i>		POOLEY, FRANKLYN	Worcester
FREEDMAN, AARON	Worcester	PRESTON, LOWELL E.	Shrewsbury
GATES, GEORGE	Worcester	SCANNELL, JOSEPH E.	Worcester
GAUNT, LAURENCE	Worcester	SILVERMAN, WILLIAM	Worcester
GEE, LAWRENCE E.	Worcester	SJOGREN, RUDOLPH H. A.	Worcester
HARRIS, WILLIAM H., JR.	Spencer	SWANBERG, CLIFTON H.	Worcester
HINCKLEY, PAUL L.	Worcester	WANDALOWSKI, JOHN H.	Worcester
<i>American University</i>		WAITELE, DOMINIC G.	Worcester
HORRIGAN, M. JOSEPH	Holden	WATSON, JOHN L.	Worcester
HUNT, ROBERT H.	Worcester	<i>University of Pittsburgh</i>	
JACOBS, ANNA D.	Worcester	<i>Harvard University</i>	
JONES, ARTHUR S.	Worcester	WERNER, GEORGE W.	Worcester
KEYES, ARCHIE E.	Worcester		

## Special Program Students

ANDERSON, ERIC T.	Worcester	MEAD, ALTON C.	Leominster
BROWN, HERMAN	Worcester	MOFFETT, GEORGE W.	Northbridge
DIETSCH, OTTO	Fitchburg	OSTERMAN, NATHAN	Worcester
ESIP, MRS. MARION B.	Worcester	PETERSEN, RAYMOND M.	Worcester
FARR, FRANK L.	Worcester	SCIGLIANO, GEORGE A.	Worcester
GRONBECK, JOHN W.	Millbury	SHARON, ANDREW G.	Worcester
JOHNSON, CHRISTIE A., JR.	Leominster	STARK, CARL J.	Clinton
JOHNSTON, EARL W.	Worcester	TALBOT, EVERETT W.	Worcester
JOSEPHSON, RUDOLPH	Worcester	WHITAKER, ETHEL W.	Worcester
KALIN, EUNICE	Worcester	WHITTLE, CHESTER L.	Worcester
McGOURTY, FRANCES L.	Worcester	ZARLING, HERBERT	Worcester

## Springfield Division

## Seniors — Class of 1931

CULVER, JOHN S.	Springfield	RODENHIZER, HAROLD A.,	Chicopee Falls
<i>Boston University</i>		<i>Bentley School of Accounting and Finance</i>	
GORDON, ROBERT	Springfield	RODENHIZER, HOWARD K.	Chicopee Falls
GORMAN, CARLAN H.	Springfield	<i>Bentley School of Accounting and Finance</i>	
HUNTINGTON, HOLMAN P.	Northampton	RODGERS, WILLIAM R.	West Hartford
JANDREAU, FREDERICK C.	Thompsonville, Conn.	<i>Boston University</i>	
LAROSE, GEORGE E.	Springfield	SCOTT, DAVID M.	Springfield
LEVESQUE, EDWARD E.	Feeding Hills	TAYS, WILLIAM J.	Palmer
LYNCH, CATHERINE F.	Springfield	<i>Bentley School of Accounting and Finance</i>	
MEISNER, LEONARD W.	Springfield	WEBER, JACOB	Springfield
RICO, FELIX	Springfield	WILSON, SAUL	Westfield



## Juniors — Class of 1932

COMINS, ELLSWORTH D.	Springfield	MANNING, GEORGE A.	Springfield
CUSHMAN, WALTER K.	Springfield	MERRIFIELD, DONALD G.	Springfield
<i>Syracuse University</i>		MURPHY, TIMOTHY F.	Springfield
DUPONT, OSCAR O.	Springfield	ROBERTS, ARTHUR F.	Chicopee Falls
FOLEY, JOHN B.	Springfield	SCHENCK, JULES D.	Springfield
HAWLEY, EVA	Springfield	STEINBERG, HERMAN J.	Springfield
HITCHCOCK, ANNA M.	Springfield		

## Upper Middlers — Class of 1933

BROMAGE, FREDERICK N.	Indian Orchard	GILBERT, LAWRENCE W.	Springfield
CHAPIN, GEORGE H., JR.	Chicopee Falls	<i>Massachusetts Agricultural College</i>	
CHARVAT, MICHAEL	Agawam	GWOZDZ, NICHOLAS E.	Chicopee Falls
CLEARY, CHARLES J.	Westfield	HOMON, ALBERT, JR.	Chicopee
DAVIDSON, WILLIAM H.	Springfield	HUNTER, SUSAN P.	Springfield
DUROCHER, CLARENCE G.	Springfield	KANE, WILLIAM P.	Springfield
EMIRZIAN, MARTIN M.	Springfield	KNIGHT, GEORGE K.	Thompsonville, Conn.
FULLAM, RALPH E.	Mittineague	SNAPPE, KENNETH A.	Chicopee Falls
<i>Colby College</i>		WIDLANSKY, SOPHIE C.	Springfield
GABOURY, ROBERT E.	Chicopee Falls	WILLARD, KENNETH C.	Northampton
		ZAJCHOWSKI, STEPHEN A.	Chicopee

## Lower Middlers — Class of 1934

ADOLPHSON, ROBERT A.	Springfield	LOVETT, RICHARD T.	Springfield
ALDERMAN, ETHEL S.	West Springfield	LUIPPOLD, FRED C.	East Longmeadow
BATCHELDER, ARTHUR W.	Springfield	MACFARLANE, MELBOURNE H.	Springfield
BAYON, FREDERICK L.	Holyoke		
BRYSON, NEIL R.	Springfield	MEEHAN, JAMES G.	Northampton
BURT, HAROLD E.	Longmeadow	O'KEEFE, SADIE G.	Chicopee
COFFIN, EVERETT N.	Springfield	O'MALLEY, CHARLES E.	Florence
COHEN, NORMAN	Springfield	PAIGE, HARRY C.	Springfield
COPPER, EDWIN H.	Springfield	<i>University of Alabama</i>	
DICKINSON, RICHARD B.	Springfield	REILLY, WILLIAM F.	Springfield
DUCLOS, JULIA F.	North Agawam	SARGENT, ROY E.	Windsor Locks, Conn.
DUGGAN, JAMES F.	Springfield	SEARS, ROBERT W.	Northampton
GLEASON, CATHERINE R.	Springfield	<i>Columbia University</i>	
GREENE, JOHN F.	West Springfield	SCHNELL, CLARENCE G.	Springfield
HALLEIN, ELIZABETH M.	West Springfield	SCOTT, GORDON R.	Springfield
HALLEIN, PHILIP J.	West Springfield	SHELASKY, MILTON	Springfield
HASKINS, JAMES H.	West Springfield	SHELDON, EVERETT H.	Springfield
HECHLER, CLARENCE M.	Springfield	STEIN, SARAH R. (Mrs.)	Holyoke
HOLMES, WILLIAM G.	Springfield	SULLIVAN, JAMES J.	Springfield
HOPPE, WILLIAM F. B.	Springfield	TERRY, HOWARD A.	Springfield
JONES, LLOYD E.	Agawam	THOMSON, WILLIAM E.	Willimansett
JUDELSON, JULIUS	Holyoke	TRIPP, WINSTON M.	Springfield
KARCZ, WILLIAM S.	West Springfield	WATT, ALAN M.	Springfield
LEPOVETSKY, ISADORE	Springfield	YARSLEY, GEORGE A., Jr.	Longmeadow
LOTHROP, PAUL B.	East Longmeadow		

## Sophomores — Class of 1935

AMBROGI, HUGO R.	Springfield	BARNEY, THOMAS F.	Springfield
ANDERSEN, MURIEL B.	Springfield	BARONIAN, RAYMOND	Thompsonville, Conn.
ANDERSON, MARTIN W.	Springfield		



BELDING, WILLIAM C., JR.	Springfield	JOHNSTON, JOHN	Thompsonville, Conn.
BERGERON, PAUL R.	Springfield	JUDD, EVERETT C.	Springfield
BIELITZ, ALBERT C.	Thompsonville, Conn.	KING, RICHARD W.	Springfield
BOURBEAU, ROGER G.	Ludlow	KINGSBERG, SAUL	Springfield
BRAGEIL, HENRY P.	Chicopee	KOHANEK, MARTIN J.	Wilbraham
BRODEUR, LEO J.	Springfield	KRAMPITZ, FELIX S.	Springfield
BURNS, ROBERT H.	Woronoco	LEVEILLE, CLARENCE G.	Longmeadow
CARLSON, ERNEST A.	Springfield	LINDBLAD, O. ERIC	Springfield
CLARK, RAYMOND E.	Springfield	LYSEK, EDWARD	Chicopee
CONGDON, HOWARD W.	East Longmeadow	McAHY, GEORGE F.	Springfield
COWAN, ROY K.	Feeding Hills	MACPHERSON, ROBERT B.	Springfield
DRAZEK, THEODORE P.	Warren	MADORSKY, MILTON J.	Springfield
FALES, KENNETH E.	West Springfield	MASON, KARL L.	Mittineague
FALT, JOSEPH B., JR.	Springfield	MERRIFIELD, EVERETT J.	Springfield
FLORIN, CARLTON A.	Springfield	MESSIER, RICHARD A.	Springfield
FITZGERALD, PATRICK F.	West Springfield	PARSONS, HENRY V.	Springfield
FRIEDSON, DANIEL A.	Springfield	PARZYCH, WALTER A.	Holyoke
GATTI, MARIO L.	Windsor Locks, Conn.	QUINN, FRANCIS B.	Thompsonville, Conn.
<i>Rensselaer Polytechnic Institute</i>		ROUVELLAT, JUSTIN A.	Palmer
GEEHERN, JOHN P.	Westfield	ROBERT, RAOUL E.	Springfield
GOLDBERG, JACOB	Holyoke	ROWLEY, ELLEN E.	East Longmeadow
GOODELL, LAURENCE O.	Springfield	RUMPAL, MARIE	Springfield
GOYETTE, WILLIAM D.	Chicopee Falls	SCHNEELOCH, GEORGE R.	Springfield
GRADY, GORDON M.	Springfield	SELIG, HAZEL A.	Springfield
GRAVES, DONALD R.	Springfield	SHAW, GLENN F.	Springfield
GREENE, RICHARD J.	Indian Orchard	SHEA, MICHAEL J.	Springfield
GRIFFIN, FRANCIS J.	Holyoke	SMITH, ANDREW A.	Warehouse Point, Conn.
GROSS, BARNEY	Chicopee Falls	SMITH, HAROLD J.	Springfield
HAGERTY, MARY M.	Springfield	SNYDER, FORBES C.	Springfield
HANDWERKER, BENJAMIN J.	Springfield	STEARNS, MOREY I.	Springfield
HARLOW, WARD H.	Woronoco	STEBBINS, ROBERT M.	Springfield
HAWLEY, FRANK	Springfield	SULLIVAN, JAMES F.	West Springfield
HENEALT, EDMUND J.	Monson	TONER, JAMES A.	Monson
HENEALT, HENRY J.	Springfield	TWOHIG, HELEN C.	Springfield
HIGGINS, THORA I.	East Longmeadow	WAINSTEIN, IRVING	Springfield
		WALZ, JOHN G.	Holyoke
		WARING, VICTOR A.	Holyoke
		WILSON, WILFRED G.	West Springfield

## Freshmen — Class of 1936

ADZIMA, JOHN J.	Westfield	BROSIUS, NICHOLAS W.	Berlin, N. H.
AHEARN, JOHN T.	Springfield	BROUGHAM, PAUL L.	Holyoke
ANDREWS, NELSON L.	Springfield	BROWN, ELLWOOD D.	West Springfield
ANGER, MAX G.	North Wilbraham	BRYSON, BRANDON I.	Springfield
ANSLEY, EVERETT B.	Springfield	BURKE, JAMES P.	Springfield
ARMSTRONG, CHARLES E.	Connellsville, Pa.	BURNS, CHARLES H.	Palmer
AVERY, NEIL R.	Springfield	BYRNES, THOMAS M.	Chicopee
BAZINET, VALMORE J.	Chicopee	CAMPBELL, ARTHUR B.	Westfield
BENOIT, RAYMOND L. W.	Chicopee	CASTALDINI, EDWIN J.	Springfield
BLODEAU, JOSEPH J.	Springfield	CASTLE, CHARLES D.	Springfield
BLOCK, JOSEPH	Springfield	CHAPMAN, FREDERICK W.	Springfield
BRADLEY, NATHAN B.	Springfield	CLARE, FRANCIS M.	Westfield
BRICE, ROBERT J., JR.	Springfield	CONNELL, FRANCIS S.	Somersville, Conn.
BROSCH, MITCHELL S.	North Wilbraham	COPP, ARTHUR A.	Springfield
			Wentworth Institute

CULLINAN, HELEN L.	Holyoke	MORIN, JOSEPH E.	Springfield
<i>Columbia University</i>		MOSEDALE, HAROLD	Springfield
CULLINAN, JOHN J.	Holyoke	MULLIN, FRANK G.	Mittineague
DE ROSE, HOWARD J.	Springfield	MURPHY, CLIFFORD A.	Holyoke
DEVINE, MARTIN J.	Springfield	MURPHY, RICHARD H.	Springfield
DEWAR, DAVID	Springfield	NELSON, CARL A.	Indian Orchard
DOWD, EDWARD J.	Holyoke	PAGLIARO, HENRY	Westfield
DYKE, GLADYS E.	Springfield	PATRELL, OLIVER L., Jr.	Springfield
DUQUETTE, ALFRED J.	Springfield	PERKINS, EDWARD H.	Springfield
DUSZA, JOHN S.	Three Rivers	REARDON, JOHN J.	Springfield
ELLIS, EDWARD C.	Springfield	RICHARDSON, PRESCOTT	Longmeadow
FAILLE, EDWARD C.	Springfield	RIOUX, FREDERICK U.	Springfield
FARRELL, HAROLD J.	Holyoke	<i>University of New Hampshire</i>	
FLYNN, JULIA F.	Easthampton	ROBERTS, LESTER A.	Springfield
FOERSTER, WALTER E.	Springfield	ROGOWSKI, LEOPOLD J.	Chicopee
FREEMAN, ALICE E.	Monson	ROMANOFFSKY, FREDERICK H.	Springfield
GENDREAU, L. MELVIN	Westfield	ROY, GEORGE H.	Indian Orchard
GILLIS, RONALD E.	Holyoke	<i>Albany College of Pharmacy</i>	
GUSEK, JOHN J.	Woronoco	RUGGERI, HENRY J.	Springfield
HARLOW, WILLIAM M.	Woronoco	SEMISCH, KURT	Holyoke
HARRE, JOHN R.	South Hadley	SHAPIRO, NATHAN D.	Springfield
HAWLEY, HARRY	Springfield	SHEEHAN, DOROTHY F.	Springfield
HUNTER, RICHARD G.	Springfield	SHIELDS, ROBERT J.	Agawam
JOHNSON, AXEL G.	Springfield	SMITH, FRANCES H.	West Springfield
KEDZIERSKI, THEODORE C.	Holyoke	SMITH, JOSEPH E.	Feeding Hills
KERIN, MICHAEL F.	Springfield	SMITH, REGINALD D.	West Springfield
KETCHEN, HAROLD B.	Belchertown	SPEARIN, KENNETH W.	Mittineague
KEYES, HAROLD F.	Florence	STEELE, WILLIAM G.	Springfield
KOWALESKI, FRED S.	Chicopee	SULLIVAN, JOHN L.	Chicopee Falls
LANDERS, RAYMOND J.	Warehouse Point, Conn.	THORNDIKE, ROBERT C.	Springfield
LEARY, MARTIN J., JR.	Holyoke	TODD, NORMAN H.	Chicopee
LEFEBVRE, FERNAND G.	Indian Orchard	VAUGHAN, WILLIAM J.	Springfield
LEWIS, DAVID H.	Springfield	WALKER, JAMES E.	Springfield
MCGEE, JAMES F.	Holyoke	WALSH, WALTER J.	Springfield
MC SHEEN, JORDAN J.	North Adams	WALTERS, RICHARD A.	Springfield
MALISZEWSKI, WALTER S.	Springfield	WARREN, JAMES P.	Chicopee
MARSH, DANIEL J.	Springfield	WEGNER, ALBERT W.	Springfield
MAYHER, RICHARD W.	Springfield	WEICHERT, LOUISE M. (Mrs. O. H.)	Springfield
MELLEN, FRANK L.	Brookfield	WHITTAKER, JOHN R.	Holyoke
MERRILL, JAMES W.	South Hadley Falls	WILLARD, IRVIN T.	West Springfield
MESICK, ERNEST L.	Springfield	WOODFORD, HARLAN W.	Westfield
MEYERS, SAMUEL	Springfield	WOODFORD, HARRISON	Westfield
MINKLEY, WILLIAM M.	Holyoke	WOODILL, FRANCIS E.	Springfield
MOFFAT, JACOB G.	Springfield	WORDSWORTH, LEONARD A.	Holyoke
MORAN, FRANK J.	Springfield	WRIGHT, ERNEST C.	Springfield
MORGAN, JAMES J.	Springfield	WRIGHT, WILLIAM A.	Springfield

### Special Program Students

ALLEN, JAMES B.	South Hadley Falls	CERVENY, EDWARD W.	Westfield
BAKER, MORTON H.	Holyoke	CHAMPION, RICHARD G.	Chicopee
<i>Massachusetts Institute of Technology</i>		CLARK, WILLIAM S.	Springfield
BARHYDT, ELIZABETH	Springfield	<i>Lehigh University</i>	
BROWN, CHESTER W.	Springfield	COHEN, MORRIS E.	Springfield
BURKE, LEW D.	Springfield	Craven, Roy A.	Springfield
CASE, MARION A.	Wethersfield, Conn.	DANFORTH, HAROLD O.	Springfield
<i>Boston University</i>		DEMEYER, EDGAR S.	Longmeadow
		DUNSCOMBE, HAROLD E.	Springfield

FOLEY, ROBERT T.	Springfield	MORIARTY, THOMAS J.	Holyoke
FOX, ALAN	Springfield	NOWILL, BEN W.	Springfield
Boston University		PHILLIPS, ANGUS S.	Springfield
GIROTTI, RAYMOND J.	West Springfield	QUINT, ESTHER R.	Springfield
GOSS, RUTH E.	Holyoke	ROBERTS, STEWART N.	Springfield
GROFFMAN, TILLIE W.	Springfield	ROBERTSON, JAMES W.	Springfield
HEALY, WILLIAM F.	Springfield	St. GERMAIN, DOLPHUS J.	Springfield
HENRY, JAMES A.	West Springfield	SKOLNIK, SADIE	Holyoke
HOUSEN, PHILIP	Holyoke	SMITH, STANLEY H.	Holyoke
JOHNSON, WALTER C.	West Hartford, Conn.	TEEHAN, JOHN J.	Springfield
KENNEDY, ETHEL L.	Springfield	UBERTALLI, NORADINO	Holyoke
KITTEL, WILLIAM A.	Woronoco	URQUHART, JOHN	Springfield
KLEMPNER, HARRY	Springfield	VANDERPOEL, ANDREW P.	Chicopee Falls
MILSTEIN, FRANCES	Westfield	VANDERPOEL, DONALD W.	Chicopee Falls
MOAURO, ELISA E.	Springfield	WALSH, DOROTHY A.	Holyoke

### Providence Division

#### Seniors — Class of 1931

HAY, LAWRENCE C.	Providence	STONE, ERNEST S.	Providence
HAY, WILLIAM B.	Providence	TOMEI, HENRY	Providence
LOWE, ROLAND C.	Lakewood	VICKERS, ARTHUR	Pawtuxet

#### Juniors — Class of 1932

MACNEILL, T. MILTON	Saylesville	WARD, HARRY G., JR.	Providence
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#### Upper Middlers — Class of 1933

CARTER, MELVIN	Pawtucket	HOLDEN, EARL R.	Attleboro
DOWER, WILLIAM J.	Providence	MATHER, ALTON	Providence
ELWELL, LESTER N.	Providence	PETRONELLA, DANIEL	Providence
GLASSMAN, SAMUEL	Pawtucket	PHILLIPS, RAYMOND J.	Providence
GOODMAN, MAX	Providence	RIETH, RALPH	Providence

#### Lower Middlers — Class of 1934

AISSIS, JOHN	Central Falls	KIRBY, HOWARD H.	Saylesville
AUST, NORMAN	North Providence	KOUFFMAN, LEO H.	Providence
BENSON, A. RUDOLPH	Attleboro	McELROY, J. LAWRENCE	Central Falls
BROWN, DAVID S.	Pawtucket	MCGOVERN, FRANCIS T.	Providence
BROWNING, FREDERICK C.	Cranston	MCGUIGAN, JOHN T.	Providence
BURLINGAME, CLARENCE F.	Pawtucket	McKNIGHT, GEORGE A.	Auburn
CROWELL, CHARLES	Saylesville	MILLER, JOSEPH D.	Providence
CROWELL, HAROLD C.	Saylesville	PEPPERELL, DAVID A.	Providence
DAMON, RUSSELL	Providence	SERMON, FRANCIS	Providence
DUNN, NORMAN A.	Saylesville	SCORPIO, ANTHONY	Providence
FELDMAN, ARCHIBALD	Providence	THORNTON, FRED O., JR.	East Greenwich
GAGNON, LORENZO	Central Falls	WEISMAN, HARRY	Providence
JEFFREY, JAMES	Pawtucket		

#### Sophomores — Class of 1935

ADLER, LOUIS	Providence	ARMITAGE, JOHN C.	Rumford
ALLEN, S. JAMES	West Barrington	BLIGH, JAMES J.	Providence
ANDELMAN, MORRIS	Providence	BROWN, GARDNER F.	Providence

CHMURA, EDWARD	Providence	JENISON, EVERETT L.	Providence
CHOPOORIAN, HAIGH	Providence	LANCASTER, ELMER C.	Central Falls
DENNIS, JOHN L.	Pawtucket	LAZARIDES, LAZAR	Woonsocket
DEVEAU, GEORGE C.	West Warwick	MASSIE, WILLIAM, JR.	Pawtucket
FLETCHER, KENNETH S.	Providence	MURPHY, JOHN J.	Providence
FRIEDMAN, BENJAMIN	Providence	NAJARIAN, BENJAMIN	Providence
GARNESE, PAUL	Providence	NESBIT, HENRY	Pawtucket
GELFUSO, JOHN E.	Providence	NEWTON, MALCOLM C.	Pawtucket
GOFF, GEORGE, JR.	Cranston	PATON, JOHN G.	Edgewood
GORMAN, SAM	Providence	PEARSON, EDGAR C.	Providence
GUSHUE, GEORGE	Cranston	PETERSON, HERMAN	Providence
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HALL, LEES, JR.	Pawtucket	SCHULMAN, MAX	Providence
HANDEL, GEORGE J.	Providence	SENCZUK, JOSEPH	Providence
HILTON, DAVID	Providence	SIMPSON, HENRY W.	Providence
HOLMES, D. GRANT	Providence	SMITH, FRANCIS E.	Saylesville
HUGGINS, MORRIS	New Bedford, Mass.	SMITH, ROBERT A.	Manton
IRVINE, ROBERT	Pawtucket	VANHOUSEN, HERBERT	Providence
JARDINE, HARRY H.	Cranston	WOROCHOCK, WILLIAM	Central Falls
JEFFREY, DONALD M.	Pawtucket		

## Freshmen — Class of 1936

ALMOND, R. LINCOLN	Central Falls	JOHNSTON, ROBERT C.	Pawtucket
ATELLA, NICHOLAS M.	Providence	KAYE, FRED S.	Manton
BARNICOAT, STANLEY	Providence	LEVINE, PHILIP B.	Providence
BAYLIS, THOMAS H.	Providence	LINKAMPER, CARL W.	South Attleboro, Mass.
BELL, MATTHEW J.	Providence	LOCKWOOD, WILLIAM W.	Providence
BENNION, ALAN H.	Attleboro	MACDONALD, ERWIN W.	Providence
BAINS, JOSEPH D.	North Providence	MCCOY, WILLIAM J.	Woonsocket
BIGELOW, JOSEPH B.	Providence	MCLOUGHLIN, THOMAS	Central Falls
BLACKMER, EARL T.	Pawtucket	MORTON, MADISON	Providence
BRADLEY, HOWARD C.	Seekonk, Mass.	NORTH, BURTON C.	Central Falls
CAHALAN, JOHN F.	Pawtucket	OXLEY, JOSEPH A.	Pawtucket
CALDARONE, ALBERT A.	Providence	ROE, JOHN J.	Riverside
CLARK, ROBERT A.	Fall River, Mass.	ROUSSEAU, ARTHUR J.	Johnston
CRUICKSHANK, JOHN D.	Pawtucket	ROWSE, EDWARD A.	Pawtucket
DANIELS, IRVING J.	Pawtucket	SHELDON, LEONARD C.	Hillsgrove
DOYLE, ANTHONY J.	Pawtucket	SIRKIS, OSCAR	Woonsocket
EDSON, HUBERT	Pawtucket	SLANEY, WARREN C.	Pawtucket
GURWITZ, ABRAHAM S.	Providence	SLEIGHT, WILLIAM E.	Cranston
HARVEY, HERBERT G. O.	Providence	SMITH, FREDERIC G.	Saylesville
HAVEY, ROLAND C.	Pawtucket	TRAYNER, GEORGE C.	Fiskeville
HOFMANN, WALTER	Providence	TYRELL, JOHN A.	Providence
JEFFREY, DONALD E.	Providence		
JOHNSON, JOHN H.	Pawtucket		

## Special Program Students

ALLSOP, WARREN S.	Providence	CONARY, EUGENE R.	Pawtucket
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BARROWS, CLYDE G.	Providence	CROOK, WILLIAM	Providence
BIRCH, FRED M.	Hillsgrove	DAVIDSON, LESTER	Swansea, Mass.
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CALDER, CHESTER	East Providence	DISABATO, ARTHUR	Providence
CARPENTER, FREDERICK G.	Pawtucket	DRUEKE, MAX A.	Pawtucket
CARPENTER, IRVING W.	Cranston	EDSON, BERTRAM R.	Pawtucket
CHARLAND, RAYMOND E.	Woonsocket	ENGBERG, CARL R.	Greenwood
		FOSS, OTTO L.	Providence

FOURNIER, URGEL E.	West Warwick	MILLIGAN, RALPH B.	Pawtucket
GAUVIN, LAWRENCE H.	Pawtucket	MORRELL, RUSSELL	Barrington
GILMARTIN, RUSSELL F.	Providence	MOWRY, REGINALD I.	Seekonk
HARRINGTON, JOHN J.	Providence	OLDRID, ARTHUR E.	Pawtucket
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HART, RICHARD A.	Providence	PATRONE, EMANUEL J.	Providence
HELLSTROM, GUST	Pawtucket	PRITCHARD, ROBERT	Pawtucket
HOLDSWORTH, WATSON	Providence	RADCLIFFE, HERBERT	Providence
HOURIGAN, JOHN J.	Woonsocket	RICHARDSON, F. STURGES	Rumford
HOWARD, ERNEST L.	Providence	ROARKE, GEORGE F.	Central Falls
HOWARD, JAMES D.	Providence	SCHWENN, PAUL O.	Providence
KLINGER, CHRISTOPH	Providence	SCHWARTZ, WILLIAM J.	Seekonk
KOLODOFF, BERNARD M.	Providence	SCIOTTI, BRUTUS	Providence
LATTER, HINMAN D.	Providence	SILVA, JOSEPH M.	East Providence
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LEVY, ALBERT	East Providence	TRADAR, WALTER	Cranston
LORD, WILFRED A.	Pawtucket	WERNER, GUSTAVE	Providence
MCGRATH, EDWARD J.	Providence	WHIPP, THOMAS R.	Fall River
MCGLINCHY, EDWARD J.	Providence	WISK, FRANK	Providence
MACHON, LEON H.	Edgewood	WORTHINGTON, G. CLIFFORD	Pawtucket



## Statistical Summary of Students

ENROLLED FOR YEAR 1930-31 AS OF DECEMBER 25, 1930

(Duplicates Excluded)

<i>Classes</i>	<i>Boston</i>	<i>Worcester</i>	<i>Springfield</i>	<i>Providence</i>	<i>Totals</i>
Graduate Students	35	10	15	7	67
Class of 1931	19	13	17	6	55
Class of 1932	23	6	12	2	43
Class of 1933	26	3	19	10	58
Class of 1934	49	11	46	25	131
Class of 1935	81	28	77	45	231
Class of 1936	139	46	117	44	346
Special Students	133	22	43	64	262
Totals	505	139	346	203	1193

## Statistical Summary of Graduates

BACHELOR OF COMMERCIAL SCIENCE DEGREES

<i>Classes</i>	<i>Boston</i>	<i>Worcester</i>	<i>Springfield</i>	<i>Providence</i>	<i>*New Haven</i>	<i>Total</i>
					<i>Bridgeport</i>	
1914	29					29
1915	41					41
1916	18					18
1917	49					49
1918	62					62
1919	37					37
1920	63	8				71
1921	63	9				72
1922	76	20	13		2	111
1923	73	14	18	29	9	143
1924	47	12	7	17	15	98
1925	63	15	23	9	7	117
1926	35	15	15	15	7	87
1927	35	15	17	14	13	94
1928	39	10	16	8	16	89
1929	46	18	29	11	17	121
1930	16	1	12	4	2	35
Totals	792	137	150	107	*88	1274

\* New Haven and Bridgeport Divisions discontinued in 1929.

A total of 20 M. C. S. and M. B. A. degrees have been conferred.

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Northeastern University

Date .....

School of Business

312 Huntington Avenue, Boston, Mass.

To the Dean:

I hereby apply for admission to the School of Business and enclose my matriculation fee of \$5.00 which I understand is not refundable. I wish to enter the School with the term beginning ..... 193.. for the program checked: M.B.A. degree. ☐; B.B.A. degree: in Accounting ☐ or Business Administration ☐; or Law and Business ☐; B.C.S. degree in Applied Science ☐; Four Year Diploma: in Accounting ☐ or Business Administration ☐; Two Year Certificate of Proficiency: Credit Management ☐; Journalism ☐; Single courses as follows: (if you are not to take a regular program) .....

Signed.....

(real signature)

Name in full (please print) ..... Street, City ..... State .....  
 Address while attending School .....  
 Home address .....  
 Place of birth ..... Date of birth ..... Age ..... yrs. .... mos. ....  
 Name and address of parent or guardian if under 21 years of age .....

Education: — Schools above grammar grade (If attendance at a university, designate school)

Name of School	Location	Ck. Yrs. Attended				Date Left	Date of Graduation	Degree if any
		1	2	3	4			

References:— Name two persons who are not students or relatives:

Name ..... Address .....  
 Name ..... Address .....  
 Have you been a student in any other school of the Northeastern University system (including the Lincoln Institute and the Lincoln Preparatory School)? Check Yes ..... No ..... If so, give school and years in which you were in attendance.....  
 State how you first learned of Northeastern University.....

Give name and address of person who recommended that you enter the School of Business.....

List below occupational experience during past two years .....

From	To	Name and Address of Employer	Nature of Duties

Recommended for admission as a { Regular, } student with ..... units credited and with ..... units conditioned.

Approved ..... Date ..... Registrar ..... Date .....

Dean





## GIFTS AND BEQUESTS

Northeastern University will welcome gifts and bequests for the following purposes:

- (a) For the completion of its Building Program.
- (b) For general endowment.
- (c) For specific purposes which may especially appeal to the donor.

While it is not necessary, it would be appreciated if those contemplating gifts or bequests would confer with the President of the University regarding the University's needs before legal papers are drawn.

Funds given to the University should be left in the following manner:

"I give and bequeath to the Northeastern University of the Boston Young Men's Christian Association, an educational institution incorporated under the laws of Massachusetts and located in Boston, Massachusetts, the sum of..... dollars (\$            )."

# NORTHEASTERN UNIVERSITY

---

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*Conducted in Boston Only*

Curricula in Civil, Mechanical, Electrical, Chemical and Industrial Engineering, leading to the degree of Bachelor of Science. Conducted in co-operation with engineering firms. Students earn while they learn.

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*Conducted in Boston Only*

Curricula in Accounting, Banking and Finance and Business Management leading to the degree of Bachelor of Science. Conducted on the Co-operative Plan. Students earn while they learn.

---

## EVENING SCHOOLS

### SCHOOL OF LAW

*Conducted in Boston: Divisions in Worcester and Springfield*

Curriculum leading to the degree of Bachelor of Laws. Preparation for bar examinations and practice. Case method of instruction. Co-educational.

### SCHOOL OF BUSINESS

*Conducted in Boston: Divisions in Worcester, Springfield and Providence*

Curricula in Accounting, Business Administration and Applied Science, leading to the degrees of Bachelor of Business Administration and Bachelor of Commercial Science. Graduate program leading to the degree of Master of Business Administration. Co-educational except in Providence.

---

## LINCOLN SCHOOLS

*Evening Schools conducted by Northeastern University in Boston Only.*

### LINCOLN INSTITUTE

Curricula leading to a diploma in the fields of Civil, Electrical, Mechanical, and Structural Engineering.

### LINCOLN PREPARATORY SCHOOL

Courses in high school subjects leading to a diploma. Students may enter in September, January or May. Prepares for admission to all colleges. The School has college entrance certifying privilege. Co-educational.

---

For information, address

## NORTHEASTERN UNIVERSITY

312 Huntington Avenue, Boston, Mass

Tel. Ken. 5800

Worcester, Mass.

766 Main St.

Tel. Wor. 56101

Springfield, Mass.

114 Chestnut St.

Tel. Spr. 68361

Providence, R. I.

160 Broad St.

Tel. Gaspee 6357

# LINCOLN INSTITUTE

*Evening Courses in Engineering*



**1931-1932**

## ADULTS CAN LEARN

Perhaps the most outstanding recent discovery in the field of education is that learning ability does not stop with maturity, with the result that there has been an increased interest in education on the part of those of more advanced years. The results of these discoveries are to be found in "Adult Learning" by Dr. E. L. Thorndike, from which the following extracts are taken.

"If an adult class were to be divided into two sections, one expected to make rapid progress and the other slow progress, age would be practically worthless as a basis for the division."

"The provision of opportunities whereby adults can learn those things which they are able to learn and which it is for the common good that they should learn is a safe philanthropy and a productive investment for the United States."

"Adult education suffers no mystical handicap because of the age of the students."

"Comparing youth and middle age I find that there is hardly a subject in our curriculum that the average mature mind will not grasp with equal ease and superior understanding. Take two men of equal intelligence, one of 45 and one of 20, both in good health and with good habits, both free from hampering worries, and turn them loose on a new subject in which they are both interested. One finds immediately that the man of age and experience has all the advantage."

With these facts in mind mature students should not hesitate about undertaking to learn anything which they really feel desirable or worthwhile.

Communications should be addressed to

**THE LINCOLN INSTITUTE**  
**Boston Young Men's Christian Association**  
**312 Huntington Avenue**  
**Boston, Massachusetts**

*Telephone Kenmore 5800*



# Lincoln Institute

Evening Courses in Engineering

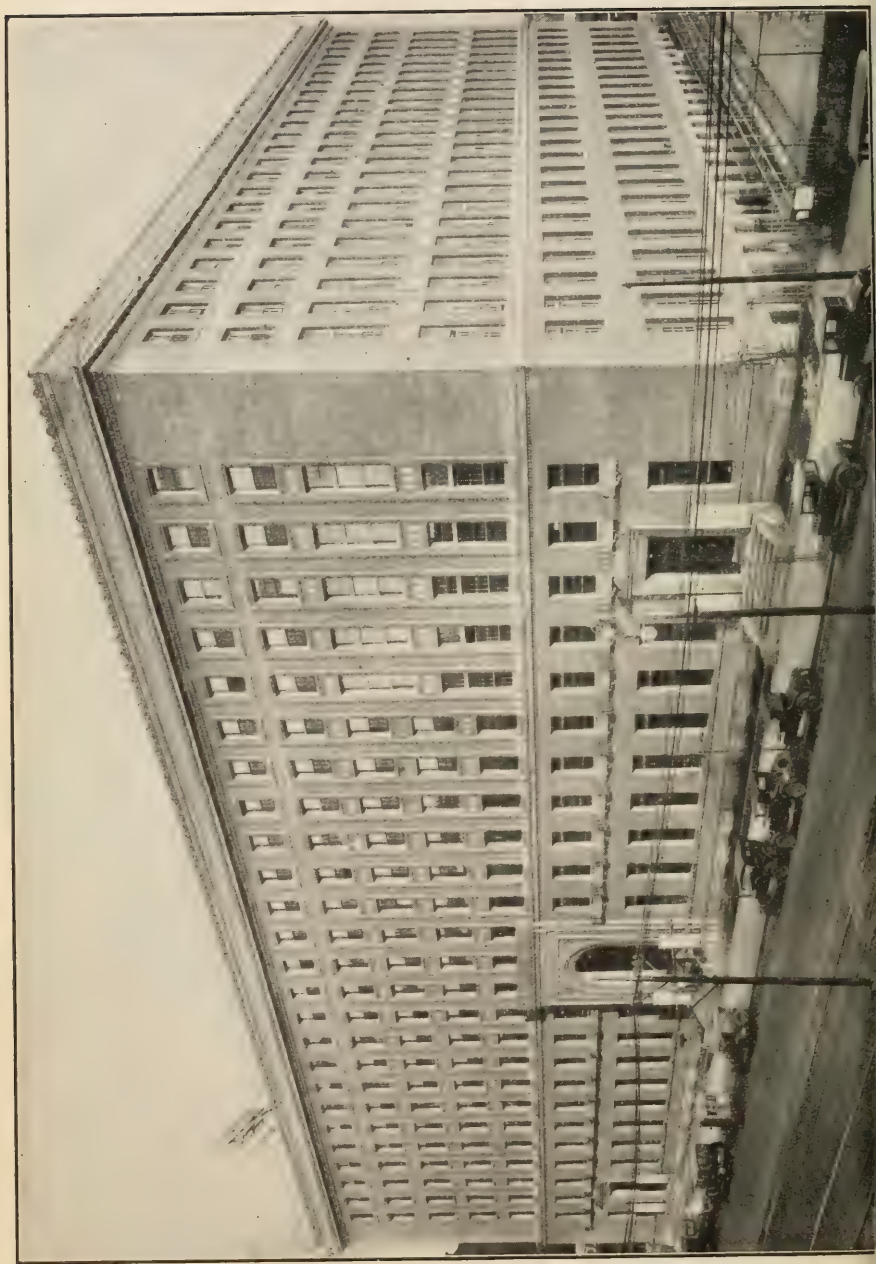
1931-1932



PRACTICAL COURSES AT CONVENIENT EVENING HOURS  
EFFICIENT METHODS OF INSTRUCTION  
EXPERIENCED AND HIGHLY-TRAINED FACULTY

---

THE LINCOLN SCHOOLS ARE CONDUCTED BY NORTHEASTERN UNIVERSITY OF THE  
BOSTON YOUNG MEN'S CHRISTIAN ASSOCIATION



# Calendar

1931

Sept. 28 — Oct. 2	Registration Period.
September 30	Advance standing and condition examinations.
October 5	Opening of school.
October 12	Legal holiday. No classes.
November 11	Legal holiday. No classes.
November 25	Beginning of Thanksgiving recess.
November 30	First class sessions after Thanksgiving recess.
December 7	Second payment of tuition fees due.
December 24	Beginning of Christmas recess.

1932

January 4	First class sessions after Christmas recess.
January 25-29	Mid-term examinations.
February 8	Third payment of tuition fees due.
February 22	Legal holiday. No classes.
March 28	Final payment of tuition fees due.
April 19	Legal holiday. No classes.
May 16-20	Final examinations.

## Office Hours

AUGUST 15 — JUNE 30

Week days, except Saturday	9 a.m. till 9 p.m.
Saturday	9 a.m. till 1 p.m.

JULY 1 TILL AUGUST 14

Week days, except Saturday	9 a.m. till 4 p.m.
Saturday	9 a.m. till 12 m.

During this period on Tuesday and Friday evenings the office is open in addition from 6 to 9 p.m. On other evenings during this period the General Offices of the University on this same floor deal with all school business.

## Interviews

Prospective students, or those desiring advice or guidance with regard to any part of the school work or curricula, are offered personal interviews with the Director or his assistants. No enquirer should hesitate to ask for an appointment as, in the long run, time is saved during the school year by having the whole educational problem discussed before the opening of the school.

# Northeastern University and The Lincoln Schools

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*Heat Engineering*

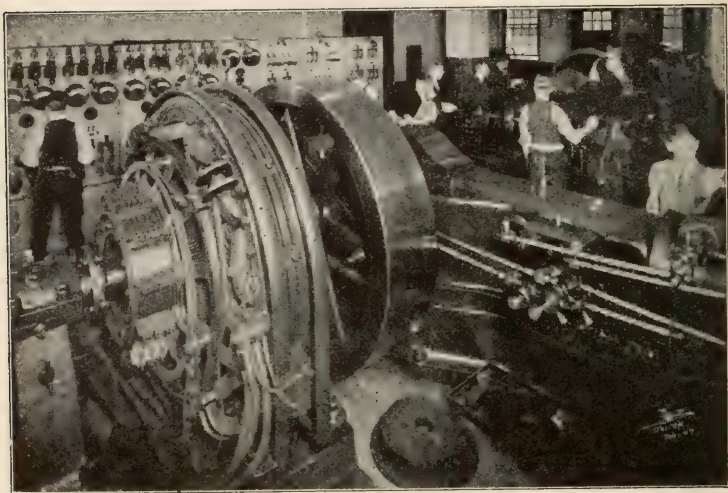
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## History

The Lincoln Institute was established in 1927 by the Board of Governors of Northeastern University, whose action was the outcome of a desire to offer engineering training on a semi-professional level in the evening to employed men who were already working in the field of engineering or who desired to enter that field. Prior to this date there had been in existence since 1904, conducted by the University, the Evening Polytechnic School, which offered three-year courses in engineering. These courses formed the nucleus of the Lincoln Institute program. The courses were remodeled, lengthened and consequently improved, so that the training now offered should ensure for students of reasonable ability both increased earnings and a greater satisfaction in the pursuit of their respective occupations.

In addition, provision was made so that students need not pursue a complete curriculum but could elect isolated courses related to their present occupations, the only prerequisite of entry being ability to pursue the course with profit to themselves. Recognizing that they are providing for only a part of the large number of men and women who might wish training of various kinds, provision has also been made for additional work to be offered as the occasion arises and as the need for such additional work becomes manifest. At the present time there are four hundred students receiving instruction in the Lincoln Institute in the various branches of engineering, among whom are a few women who have discovered the need for technical training to achieve success in their present positions. At the present time work is offered in the following departments: Architectural, Civil, Electrical, Mechanical, Structural.



*Test on Reciprocating Engine and Turbine*



*A corner of the Library*



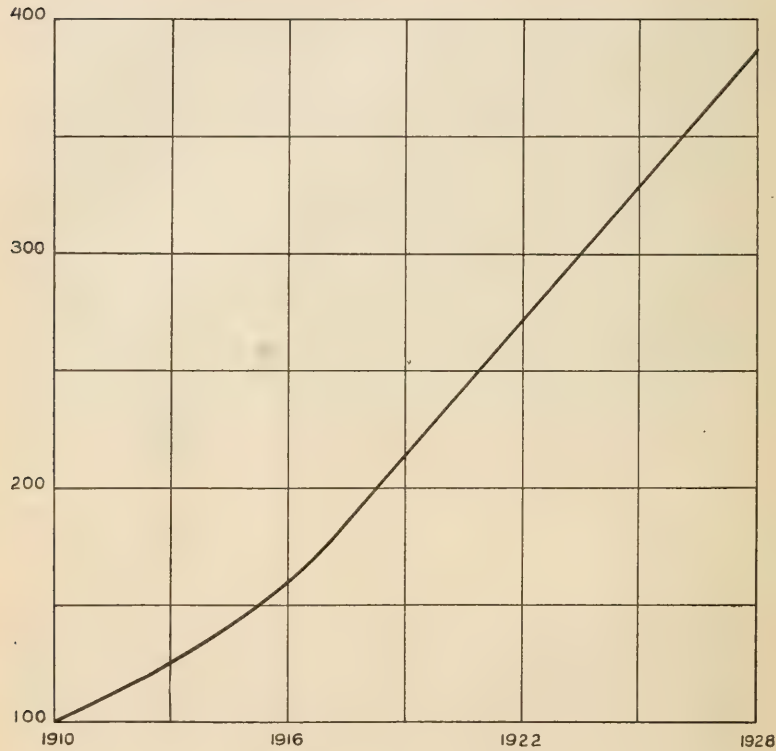
## **The Engineering Profession**

### **Why Study Engineering?**

The inventions of men like Bell, Marconi, Edison, Westinghouse, and Steinmetz again force us to revise our former views and adapt ourselves to changed conditions, as science and invention almost daily furnish us with new machines, new methods, new processes, and new sources and applications of power. The young man entering industry today has had little or no opportunity to become familiar with the manufacturing processes and manufacturing conditions, and is suddenly brought face to face, frequently bewildered, with a scheme of production so complicated that he cannot hope to succeed unless he secures technical training.

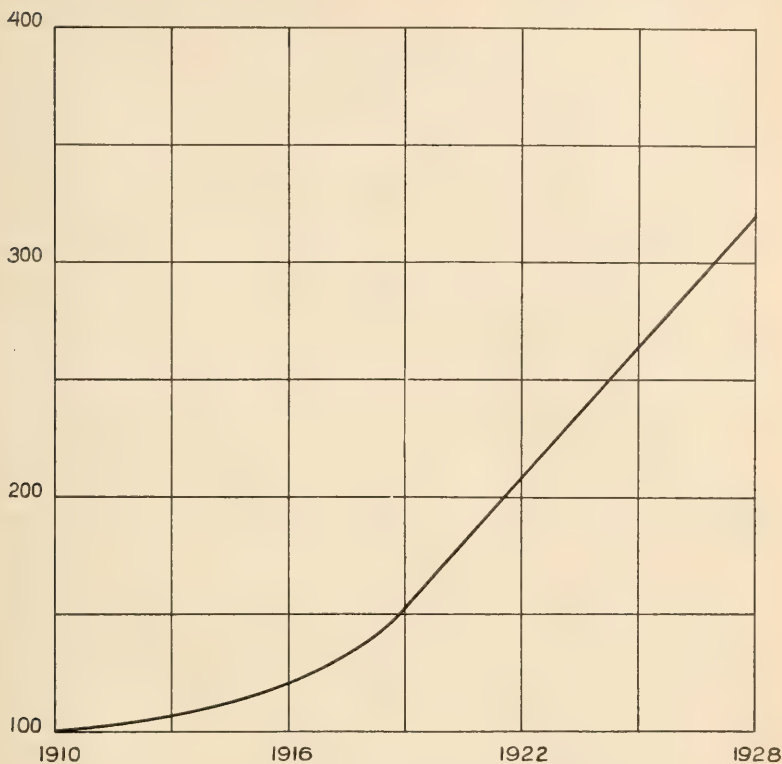
### **Industry Needs Trained Men**

More than 70% of the adult population of America (over 21 years of age) have not completed their education beyond the limits of the high school. As a result of this, education and technical training are bound to prove important factors in determining the success of an individual in industry. Business leaders are appreciating the lack of men with adequate technical training and are coming into closer touch with educational institutions and co-operating with them in order that the needs of industry may be best served. Already there are at present thousands of positions which are of such responsibility and importance that they should be filled by men with specific technical training, even by men with college training, whereas less than 2% of our population consists of college graduates. Competition is daily becoming keener, as can be readily seen by the following charts, which show the percentage increase in enrollment in secondary schools and colleges during the past eighteen years. These charts show conclusively that advancement to the more responsible and better paid positions will be reserved for those who take advantage of the opportunities for education and technical training.



INCREASE IN SECONDARY SCHOOL ENROLLMENT  
(1910 taken as base of 100 per cent.)

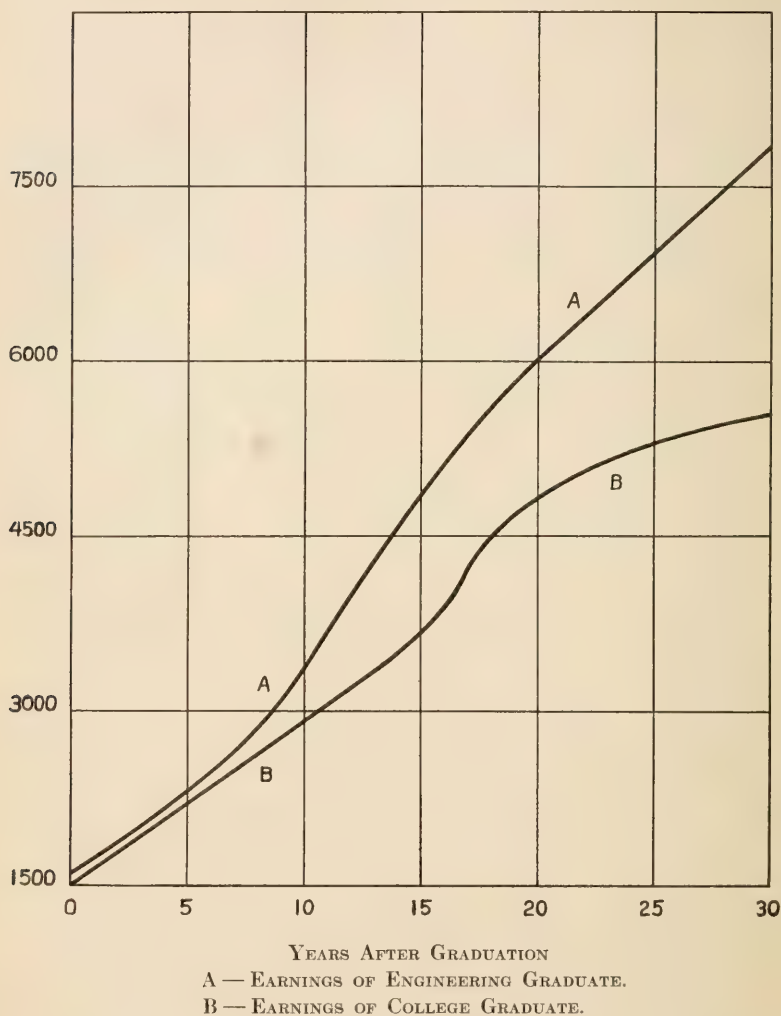
From this it will be seen that during the last eighteen years the increase in secondary school enrollment is more than 375 per cent. On the following page is shown the increase in college enrollment over the same period. This amounts to more than 230 per cent. since 1910.



INCREASE IN COLLEGE ENROLLMENT  
(1910 taken as base of 100 per cent.)

## Engineering Offers Adequate Financial Returns

As the above diagram shows, many people aspire to equip themselves adequately. However, for a variety of reasons only few really succeed in gaining the training and education for which industry is willing to pay, so that in the long run the rewards for effort are reserved for those who have the courage and the determination and the vision to persevere to the completion of their training. The following table shows the earnings of engineering graduates as of June 1, 1924 and is derived from a survey made of 5,000 engineering graduates.



## Engineering An Agreeable Profession

The accompanying table is rather interesting in that it shows that of those who enter engineering a very large percentage remain in that profession or in associated industries.

## Relationship of Fields of Work of Recent Graduates to College Courses

Courses Graduated From.		Present Fields of Work				Totals
		Engineering			Non-Engineering Field	
		Same Field	Closely Associated Field	Un-associated Field		
Chemical Engineering.....	%	50.0	11.2	16.6	22.2	420
Civil Engineering.....	%	83.3	2.5	8.1	6.1	731
Electrical Engineering.....	%	75.3	5.0	9.5	10.2	892
Mechanical Engineering...	%	52.9	9.1	24.5	13.5	973
Mining Engineering.....	%	55.5	19.1	13.3	12.1	173
Totals.....	%	66.0	7.2	14.9	11.9	3,189

From this it will be seen that only 12% of those who graduate from engineering schools ultimately enter a non-engineering field.

## Occupations of Engineering School Graduates

In addition, it is interesting to note that the recent survey by the Society of Promotion of Engineering Education indicated that of recent graduates 59% are in technical engineering, 11.5% are in research and teaching, 16.2% in sales and administrative work, and 12.7% in clerical, manual, and miscellaneous types of work. Of still further interest is the fact that there is a healthy progression through technical work toward the responsibilities of management and that engineering courses fit graduates to a satisfactory degree for the responsibilities of executive leadership. The following table gives more detailed information regarding the occupations of engineering graduates:



## Types of Positions Held by Recent Graduates as of January 1, 1925

	Number	Per Cent
Construction.....	642	10.1
Design.....	681	10.7
Testing.....	662	10.4
Estimating.....	577	8.9
Drafting.....	519	8.2
Operation and Maintenance.....	580	9.1
Consulting Engineering.....	138	2.2
		<hr/> 59.6
Research.....	482	7.7
Teaching.....	238	3.8
		<hr/> 11.5
Administration.....	605	9.5
Sales.....	428	6.7
		<hr/> 16.2
Clerical.....	338	5.3
Manual.....	121	1.9
		<hr/> 7.2
Others.....	351	5.5
		<hr/> 5.5
		<hr/> 100.0

## The Lincoln Institute

### Engineering Training in The Lincoln Institute

While the information and charts given above are based on observations in standard engineering institutions for the most part offering a day program, similar benefits in a modified way are to be expected from evening engineering institutions. The Lincoln Institute, while not making any claim to offer a training equivalent to that offered by a day school of engineering or professing to turn out finished engineers, nevertheless offers an engineering training which is of marked value and which has the following outstanding features:

1. It aims to supply an increasing number of men who have been thoroughly trained in the fundamental theories of mathematics and the physical sciences, who can apply their knowledge to the independent solution of practical problems and to their everyday work, making intelligent use of their textbooks, manuals, and available literature.
2. The courses are conducted by experienced instructors who for the most part have had practical contact with the engineering profession.
3. Considerable stress is laid on the practical aspects of each course, and where possible practice is combined with theory. This procedure is simplified because of the practical training undergone by most of our faculty members.
4. All courses meet at convenient evening hours, usually three evenings a week for a full program, so that students may pursue this training without leaving their present occupations.
5. The fees charged are extremely moderate, and, being payable in four installments, are within the reach of most ambitious men.
6. The student body is drawn from men of widely varying ages and occupations.
7. Degree credit is given in the Northeastern University Evening School of Business for work completed in the Lincoln Institute.

The courses offered by the Lincoln Institute are particularly valuable to men engaged in engineering and allied occupations,

especially to those who lack the training and experience for advancement to positions of greater responsibility. The courses are also adapted to those who are not at present engaged in engineering but who desire to enter that field. In addition, those who wish a specialized training in a phase of engineering may pursue individual courses without registering for the complete curriculum. At the present time the following Curricula are available: Architectural, Civil, Electrical, Mechanical, and Structural. Full particulars of each may be found on pages 30 to 34.

### **Faculty**

In an evening school it is particularly essential that none but men of wide experience and high ideals be appointed to the faculty. Accordingly the faculty of the Lincoln Institute has been very carefully chosen, all its members being graduates of the leading colleges and universities. They are men of culture and high ideals who are in sympathy with evening school students and understand their aims. They have had excellent training and wide experience in the subjects which they teach. Most of them have served with the institution for many years, and have a personal interest in its aims and its success. The average length of teaching experience is more than ten years. All of them are at present employed as instructors in colleges and universities in the vicinity of Boston, or are men prominent in executive positions in the industrial and commercial world.

### **Student Body**

The students of the Lincoln Institute are men of earnest purpose and firm endeavor who bring to bear on their work a thoroughness which augurs well for future success. Their ages last year ranged from 16 to 46, indicating that at almost all ages educational opportunities may be used for material advantage and to increase personal satisfaction in daily labor. Almost all the students are engaged in work during the day and many different occupations have their representatives in the student body, a fact which demonstrates that the school can be of service to men in many varied walks of life. A list of the various occupations of the students attending last year is given below and will prove interesting.

## Occupational Survey of Student Body

Clerks	44	Linemen	4
Draftsmen	39	Messengers	4
Miscellaneous	27	Painters	4
Machinists and Mechanics	18	Surveyors	4
Electricians and Assistants	16	Timekeepers	4
Carpenters	12	Chauffeurs	3
Engineers	12	Operators	3
Rodmen	12	Adjusters	2
Salesmen	9	Chemists and Assistants	2
Shippers and Packers	9	Florists	2
Metal Workers	8	Plumbers	2
Shoe Makers	7	Printers	2
Inspectors	6	Meat Cutters	2
Contractors	5	Radio service	2
Boatbuilders	4	Repairmen	2
Engineering Aides	4	Teachers	2
Factory Workers	4	Toolmakers	2
Foremen and Assistants	4	Transitmen	2
Janitors	4	No occupation given	42
Laborers	4		

## High Schools Represented in the Student Body

Acadia Collegiate Academy	1	Dennisport	1
Arlington High School	1	Dorchester High School	15
Attleboro High School	2	Dummer Academy	1
Belmont High School	4	B. M. C. Durfee High School	1
Berlin High School, N. H.	1	East Boston High School	4
Beverly High School	1	English High School	28
Boston Clerical School	1	Everett High School	4
Boston College High School	5	Foxboro High School	1
Boston Public Latin School	6	Gambo High School, Medford	1
Boston Trade School	5	General Electric App. School	1
Brighton High School	1	Hardwick Academy	1
Brockton High School	5	Haverhill High School	2
Brookline High School	2	Holliston High School	1
Burlington High School	1	Holy Family High School	1
Cambridge High and Latin School	10	Hyde Park High School	4
Canajoharie High School	1	Immaculate Conception	1
Carter Junior High School	1	La Salle Preparatory School	1
Central Evening High School	2	Lawrence High School	4
Charlestown High School	4	Lawrence Evening High School	1
Chelsea High School	3	Lexington High School	3
Clarksburg High School, W. Va.	1	Lincoln Academy	1
Colbett Junior High School	1	Lincoln Preparatory School	4
Commerce (High School of)	6	Lowell High School	3
Conant High School	1	Lubec High School	1
Concord High School	1	Lynn Classical High School	3
Corinna Union Academy	1	Lynn English High School	9
Crosby High School	2	Malden High Schools	7
Danvers High School	1	Manchester Secondary, England	1
Danville, Va.	2	Mansfield High School	2
Dean Academy	2	Marblehead High School	1
Dedham High School	2	Marlboro High School	1
		Mechanic Arts High School	21

Medford High School	5	St. Dominic's Academy	1
Melrose High School	2	Salem High School	2
Methuen High School	2	Saugus High School	4
Milford High School	3	Scituate High School	1
Milton High School	3	Searles High School	1
Mission Church High School	1	South Boston High School	3
Montpelier Seminary High School	1	Somerville High School	7
Nashua High School	1	Springfield High School	1
Natick High School	2	Stonington High School, Maine	1
Needham High School	1	Storm King School	1
New Boston, N. H.	1	Taunton High School	1
New Glasgow High School	1	Thornton Academy	1
Newburyport High School	1	Waltham High School	2
Newton High School	1	Waterbury, Vt.	1
North Dakota College High School	1	Watertown High School	1
Norwood High School	1	Wayland High School	2
Oneeda High School	1	Wellesley High School	2
Peters High School	1	Wells High School, Maine	1
Panama High School	1	Westboro High School	1
Peabody High School	1	West Warwick High School	1
Philippine Islands High School	1	Weymouth High School	1
Plymouth High School	1	Winchester High School	2
Quincy High School	11	Windsor Academy	1
Quincy Industrial School	1	Woburn High School	2
Reading High School	1	Worcester Trade School	1
Revere High School	9	Worcester High School	1
Rindge Tech. School	3	Yarmouth High School, N. S.	1
St. Anselm's, N. H.	1	Not listed	27

### Geographical Distribution of Students

Allston	6	Greenwood	1
Arlington	3	Halifax	1
Ashland	1	Haverhill	2
Atlantic	1	Holliston	1
Attleboro	3	Hull	1
Beachmont	1	Jamaica Plain	3
Belmont	4	Lawrence	6
Beverly	1	Lexington	3
Boston	36	Lowell	3
Brighton	3	Lynn	11
Brockton	5	Malden	10
Brookline	5	Mansfield	3
Cambridge	15	Marblehead	1
Charlestown	3	Marlboro	1
Chelsea	6	Mattapan	5
Clifftondale	1	Medford	11
Dedham	2	Melrose	2
Dorchester	32	Melrose Hlds.	2
East Dedham	1	Methuen	2
E. Lexington	1	Milford	1
E. Lynn	1	Milton	4
East Milton	2	Natick	1
Everett	6	New Bedford	1
Forest Hills	3	Newburyport	1
Foxboro	1	Newton	3
Framingham	2	Newtonville	4



Norfolk Downs	1	Walpole	1
Norwood	1	Waltham	3
Quincy	18	Watertown	11
Quincy Point	1	Waverly	2
Revere	10	Wayland	2
Rockland	1	Wellesley	1
Roslindale	5	Wellesley Lower Falls	1
Roxbury	10	W. Quincy	1
Salem	3	W. Roxbury	3
Saugus	2	Wilmington	1
Saylesville, R. I.	1	Winchester	4
Somerville	9	Winter Hill	1
Southborough	1	Winthrop	2
South Boston	4	Woburn	2
Southville	1	Wollaston	2
South Weymouth	1	Worcester	3
Wakefield	1	Wrentham	1

## Alumni

The alumni of the school bear excellent witness to the work of the school. A recent analysis of our graduates shows that nearly all of them have materially advanced themselves, and written evidence shows that in almost every case the advancement has been due to the specific training received in this school. The alumni have demonstrated their interest in many ways and have markedly shown their appreciation of the work of the school. Many prominent firms, some of whom are listed below, have our alumni in important positions, and certain cases may be cited where our graduates now operate substantial businesses of their own or are partners in excellent firms.

### Some Firms Employing Lincoln Institute Graduates

MacDonald Bros., Inc.	Liberty Mutual Ins. Co.
Merrimac Chemical, Inc.	Boston Elevated Railway Co.
City of Melrose	Dept. Pub. Works (Mass.) Div. of
Boston & Maine R. R.	Highways
Worcester Suburban Elec. Co.	New England Tel. & Tel. Co.
General Electric Co.	Eastern Mass. St. Ry. Co.
County of Middlesex	Stone & Webster Engineering Corp.
Lever Bros. Co.	United Drug Co.
Hunt-Spiller Manufacturing Corp.	Commonwealth of Massachusetts
Edison Electric Illuminating Co. of	N. Y., N. H. & H. R. R.
Boston	Kittredge Bridge Co.
Tubular Rivet & Stud Co.	Hood Rubber Co.
Fore River Shipbuilding Corp.	Western Electric Co.
Keystone Mfg. Co.	Hygrade Lamp Co.

## **Information Regarding Admission**

### **Requirements for Admission**

The Lincoln Institute bases its admission requirements on the student's ability to pursue satisfactorily the courses applied for. Students who have completed fifteen units of approved Secondary School work, or the equivalent, will be admitted as regular students, candidates for a diploma; with the proviso that candidates for admission shall have completed a course in Algebra to Quadratics and Plane Geometry, or otherwise have acquired a good working knowledge of these subjects. Those who have not the equivalent of a high school education may be admitted on trial. At the end of three weeks their fitness to continue will be determined, and on the completion of their first year they may apply for reclassification as regular students on the basis of their accomplishments during the Freshman year. In those cases where prospective students have not completed courses in Algebra and Geometry a special course is available, particulars of which will be furnished on request.

### **Late Registration**

Students should avoid late registration. It is of fundamental importance that they be present at the first class sessions if they are to be successful in their studies for the year. Those who find it necessary to register late may be permitted to enter the school provided that they have not lost so much work as to render it unlikely that they will succeed in their courses.

## Tuition and Other Charges

**Matriculation Fee.** A Matriculation Fee of \$5 is payable by each student on his initial entrance to the school. This fee is not returnable.

**Tuition Fees.** The tuition charge for a student who is carrying a full program in one of the regular curricula is \$90 a year, along with the customary laboratory charges. The fees are payable in four installments, as follows: \$25 on entering the school, \$25 on the Monday of the ninth school week, \$20 on the Monday of the sixteenth school week, and \$20 on the Monday of the twenty-third school week. In cases where students are not carrying a full program the tuition fees are payable as follows:

- (a) If the total charges are \$60 or more, two-fifths will be paid on the first payment date and one-fifth on each of the other dates.
- (b) If the total charges are less than \$60, two-fifths will be paid on the first two payment dates and one-fifth on the third payment date.

To accommodate students who would of necessity be denied formal education if required to make the tuition payments in full on the dates specified above, a deferred payment privilege is available, particulars of which are given on page 24. *No deduction from tuition fees is made because of late enrollment.*

**Charges for Partial Attendance.** In the event of a student's complete withdrawal from school, he is charged on a pro rata basis for the weeks he has attended. This charge is 8% of his total tuition charges in the case of a half course and 4% of his total charges in the case of a full course for each week of attendance up to the date of his withdrawal from school. In the event that a student abandons part of his program, he is charged on the above basis for each week of attendance in the course or courses from which he is withdrawing.

**Laboratory Fees.** All students taking courses which require laboratory work are charged laboratory fees in accordance with the following rates:

Direct Currents Laboratory . . . . .	\$5.00
Alternating Currents Laboratory . . . . .	5.00

**Special Examination Fees.** The fee for special examination for advanced standing, for conditioned students, or for students who have for justifiable cause omitted to take the regularly scheduled examinations is \$3. For a special examination irregularly scheduled the examination fee is \$5. In those cases where students have omitted to take a quiz with justifiable cause, an examination fee of \$1 will be charged for the make-up quiz. In each case the fee must be paid before the examination is taken.

**Charges for Damages.** Students who damage apparatus in the laboratories or who wilfully destroy school property will be responsible for the replacement of such damaged articles or for the cost of replacement where this is undertaken by the school.

**Diploma Fee.** On completing the curricular requirements for a diploma the student is expected to pay the diploma fee of \$10. This fee must be paid by May 15th in the year of the student's graduation.

The tuition fees for individual and special courses will be found on page 29.

## Deferred Payment Agreements

The deferred payment plan requires that the student shall sign an agreement to pay a charge of \$2 *at the time that the agreement is made*, for each such agreement. This charge partly covers the cost of additional record-keeping occasioned by offering deferred payment privileges. This agreement entitles the student to the privilege of deferring his payment in accordance with the plan determined by consultation between him and an officer of the school. It is intended that such privileges should be granted only to needy students, and only then when it is felt that such privileges are merited.

*In the event that a student does not abide by the terms of his deferred payment agreement, the agreement is automatically cancelled, and the balance of the tuition fees immediately becomes due.*

If the Committee of Administration decides to grant a student the opportunity to make another deferred payment agreement, an additional charge of \$2 is made for the new agreement.

## Withdrawals and Refunds

Students who are forced to withdraw from a course or from the school are expected to notify the school office by completing the withdrawal blank which will be furnished.

Since the school assumes the obligation of carrying the student throughout the year for which he registers, and since the instruction and accommodation are provided on a yearly basis, the Executive Council of the University has ruled as follows:

- A. Applications for refunds must be presented within forty-five days after withdrawal from school.
- B. Refunds in the case of complete withdrawal from school will be granted by the Committee on Withdrawals for reasons which they deem adequate. Among the reasons deemed adequate are the following:
  - (a) Personal illness.
  - (b) Change of employment by direction of employer whether in the schedule of time or in place of employment.
  - (c) The situation where the student becomes the sole or partial support of the family so as to make it impossible for him to continue his studies.
  - (d) Loss of position.
  - (e) Change of residence.
  - (f) A voluntary change of employment, the hours or the residence being such that he is unable to continue attendance.

In all the above cases it is expected that substantiating documentary evidence will be produced by the student.



## General Information

The Department of Engineering has developed out of the Northeastern Evening Polytechnic School and offers four-year courses in the following fields: Civil, Electrical, Mechanical, Structural, and Architectural Engineering. On the satisfactory completion of these courses the diploma of Graduate in Engineering is awarded. All these courses are of strictly college grade. In those cases where students are unable, because of circumstances, to carry all of the work prescribed in any year, an extension of time will be granted by the Director, who will determine which subjects shall be excluded, and also the order in which the omitted subjects shall later be studied. By satisfactorily completing an additional special curriculum in the Evening School of Business, Northeastern University, the student is eligible for the degree of Bachelor of Business Administration (B.B.A.). Particulars of this curriculum will be found on page 35.

## Curricula

The work carried on in the regular curricula in Engineering assumes that the entering student has had previous training in Elementary Algebra to Quadratics and Plane Geometry, and has a good foundation in English.

Schedules of the various curricula are given on the following pages. The work of the first year is practically the same for all curricula. A few exceptions are necessarily made to meet the student's need of elementary training in his professional subjects.

The number in parentheses, preceding the subject, is the number by which that subject is identified in the catalog under "Descriptions of Courses."

When a student elects a curriculum he is expected to complete all the subjects in that curriculum in order to receive a diploma, unless he has the permission of the Director to drop or omit certain subjects and substitute others for these.

All classes begin at 7 P.M.

## Methods of Instruction

Instruction is given by means of lectures, recitations, laboratory work, and practical work in the drawing rooms. Great value is set upon the educational effect of these exercises, which constitute the foundation of each of the courses. Oral and written examinations are held at the discretion of the instructors.

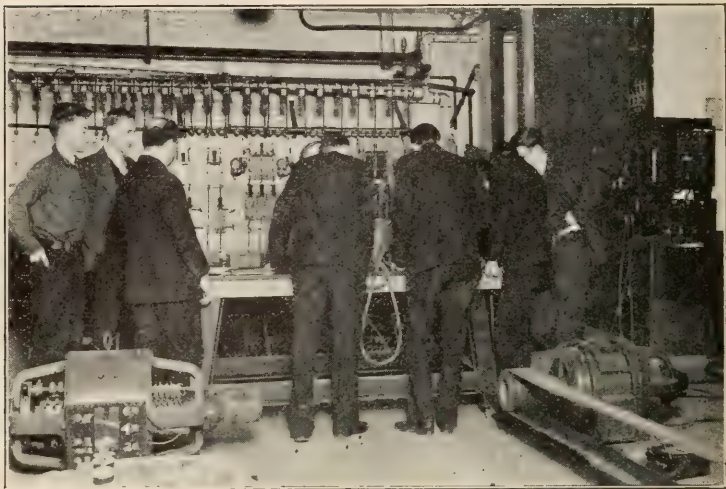
## Subjects of Instruction

In the following pages will be found a detailed statement of the scope of the subjects offered in the various courses. The subjects are numbered, or numbered and lettered, for convenience of reference in consulting the various curriculum schedules.

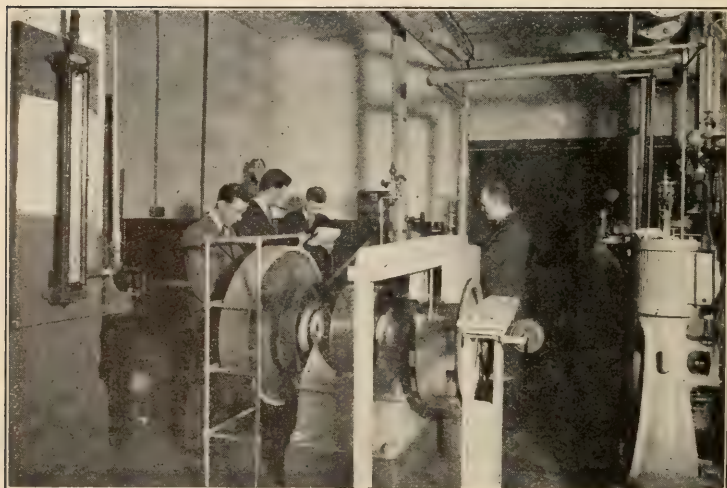
Required courses, and those prerequisite thereto, must have been successfully pursued before any advanced course may be taken. The student must have become proficient in all the elementary subjects before undertaking advanced work.

By careful consideration of the curriculum schedules, in connection with the description of subjects, the applicant for a special course may select, for the earlier part of that course, such subjects as will enable him to pursue later those more advanced subjects which he may particularly desire.

The topics included in the list which follows are subject to change at any time by action of the school authorities.



*Measured Regulation and Efficiency of a Synchronous Generator  
on a Non-inductive Load*



*Steam Engine Test*

## List of Individual Subjects

	Subject	Hours per Year	Fee
1.	Alternating Currents, Machinery	60	\$30.00
2.	Alternating Currents, Laboratory (incl. lab. fee)	60	35.00
3a.	Analytical Geometry	30	15.00
4.	Applied Mechanics	60	30.00
5.	Architectural Design I	60	30.00
6.	Architectural Design II	60	30.00
	*Architectural Design II	30	15.00
7.	Architectural Drawing	60	30.00
3b.	Calculus	30	15.00
8.	Concrete	30	15.00
9.	Concrete Design	30	15.00
10.	Direct Currents, Machinery	60	30.00
11.	Direct Currents, Laboratory (inc. lab. fee)	60	35.00
12.	Elementary Engineering Drawing	60	30.00
13.	Elements of Electricity	60	30.00
14.	Engineering Drawing	60	30.00
15.	Engineering Laboratory	30	15.00
16.	Engineering Mathematics	60	30.00
17.	Heat Engineering	60	30.00
*18.	Highway Engineering	30	15.00
19.	Hydraulics	30	15.00
20.	Machine Design	60	30.00
21.	Machine Drawing	60	30.00
22.	Materials of Construction and Foundations	30	15.00
23.	Practical Physics	60	30.00
24.	Railroad Engineering	60	30.00
25.	Railroad Surveying	30	15.00
26.	Strength of Materials	60	30.00
27.	Structural Design	90	45.00
28.	Structural Drawing	60	30.00
29.	Surveying	60	30.00
30.	Theory of Structures	60	30.00
*31.	Topographical Drawing	30	15.00

\*Not to be offered in 1931-1932.

## Architectural Engineering

Architectural Engineering is a profession which requires not only an intimate knowledge of the properties of steel, concrete, masonry, timber, and all of the other materials which enter into the structure of the building, but an acquaintance with the various styles of architecture as developed in previous civilizations, as well as the tendencies of modern practice, in order that these materials may be used and harmonize with the design of the building.

The course in Architectural Engineering undertakes to furnish the fundamental training necessary to start the student in his career. It prepares for the individual practice of Architecture, or for the supervision of construction. This curriculum will be of value to those who at present occupy minor positions in the Architectural profession, and it is also possible for a student who plans to obtain employment in an Architect's office to receive in his early training sufficient preparation for such work. He may then advance by combining theory with practice.

### COURSES OF INSTRUCTION

Elementary Engineering Mathematics

Elementary Engineering Drawing

Practical Physics

Advanced Mathematics

Architectural Drawing

Applied Mechanics

Strength of Materials

Architectural Design I

Architectural Design II

Concrete

Materials of Construction and Foundations

Theory of Structures

Instruction usually lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.



## Civil Engineering

The purpose of this curriculum is to give the student an education in those subjects which form the basis of all branches of technical education, and a special training in those subjects comprised under the term "Civil Engineering." It is designed to give the student sound training, *both theoretical and practical*, in the sciences upon which professional practice is based.

Civil Engineering covers such a broad field that no one can become expert in its whole extent. It includes Topographical Engineering, Municipal Engineering, and Railroad Engineering. It covers land surveying, and construction of sewers, water works, roads, and streets. All these branches of Engineering rest, however, upon a relatively compact body of principles. The students are trained by practice in the class-room and drawing-room, and, in addition, are familiarized with the equipment used in Civil Engineering.

The curriculum is designed to prepare the Engineer to take up the work of assisting in the location and construction of steam and electric railways, sewerage, and water-supply systems.

### COURSES OF INSTRUCTION

- Elementary Engineering Mathematics
- Elementary Engineering Drawing
- Practical Physics
- Advanced Mathematics
- Surveying
- Applied Mechanics
- Strength of Materials
- Railroad Engineering
- Concrete
- Materials of Construction and Foundations
- Topographical Drawing
- Highway Engineering
- Railroad Surveying
- Hydraulics
- Theory of Structures

Instruction usually lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

## Electrical Engineering

The applications of electricity have developed rapidly in recent years, and students are required to have a good working knowledge of Mathematics and Physics. It is essential that students planning to take this course should realize the fundamental necessity of obtaining a solid foundation in these subjects.

The instruction has been carefully balanced between recitations, lectures, home work, reports, and laboratory tests in order to develop in the student the power of perception, of rational thinking, and of applying theoretical principles to practical problems.

It is not the purpose of the curriculum to attempt the impossible—to turn out fully trained engineers in any of the various branches of the science. It is designed to lay a thorough foundation for future progress along the lines of work which may particularly appeal to the individual, and give him an adequate working acquaintance with the essential principles which underlie each of the more specialized branches of professional activity. *Parallel with the theoretical work runs a carefully planned course of laboratory work which is intended to develop the student's powers of planning work for himself.*

### COURSES OF INSTRUCTION

Elementary Engineering Mathematics

Elementary Engineering Drawing

Practical Physics

Advanced Mathematics

Elements of Electricity

Applied Mechanics

Strength of Materials

Direct Currents, Machinery

Direct Currents, Laboratory

Alternating Currents, Machinery

Alternating Currents, Laboratory

Heat Engineering

Instruction usually lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

## Mechanical Engineering

This curriculum is designed to give a foundation in those fundamental subjects which form the basis for all professional engineering practice, and especially to equip the engineer with a knowledge of the various phases of Mechanical Engineering. The course embraces instruction by textbook, lecture, drawing-room and laboratory.

All the mathematics required in the designing of machinery is given during the first two years so as to prepare for the designing and engineering courses given during the third and fourth years. The sequence of subjects from those of an elementary nature to Heat Engineering, Machine Design, etc., is arranged so that the student may have a complete understanding of the advanced courses.

The curriculum gives the student a good theoretical training, and meanwhile devotes sufficient time to the practical work, so that he may become a proficient engineer, both in theory and practice, in the various branches of Mechanical Engineering.

### COURSES OF INSTRUCTION

- Elementary Engineering Mathematics
- Elementary Engineering Drawing
- Practical Physics
- Advanced Mathematics
- Engineering Drawing
- Applied Mechanics
- Strength of Materials
- Machine Drawing
- Engineering Laboratory
- Hydraulics
- Machine Design
- Heat Engineering
- Concrete
- Materials of Construction and Foundations.

Instruction usually lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

## Structural Engineering

The purpose of this curriculum is to give the student a special training in those subjects included in the term "Structural Engineering." It is designed to give the student sound and thorough training, both theoretical and practical, in the science on which professional practice is based.

Structural Engineering covers such a broad field that no one can become expert in its whole extent. It includes the design and construction of girders, columns, roofs, trusses, arches, bridges, buildings, walks, dams, foundations, and all fixed structures and movable bridges. It includes a knowledge of the relative merits of the design and construction of buildings, bridges and structures composed of different materials used by the engineer, such as concrete, reinforced concrete, timber, cast iron, and steel.

The curriculum is so arranged as to prepare the engineer to take up the work of assisting in the design and construction of structures; to undertake intelligently supervision of erection work in the field; and general contracting.

### COURSES OF INSTRUCTION

Elementary Engineering Mathematics

Elementary Engineering Drawing

Practical Physics

Advanced Mathematics

Structural Drawing

Applied Mechanics

Strength of Materials

Materials of Construction and Foundations

Structural Design

Concrete

Hydraulics

Theory of Structures

Concrete Design

Instruction usually lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

## Degree Program for Lincoln Institute Graduates

Graduates of the Lincoln Institute who desire to supplement their technical training with training in the field of business may qualify for the Bachelor of Business Administration degree in Northeastern University, School of Business, by continuing their study in that School.

A total of 100 semester hours are required for the B.B.A. degree, of which 72 hours are required to be completed in class room work, 4 hours for a thesis, and 24 hours for a business, technical, or professional experience.

Graduates of the Lincoln Institute are given 38 semester hours' credit for courses completed in the Institute. The remaining 34 semester hours of class work, plus the thesis and the credit for business, technical, or professional experience must be completed in the School of Business. This work may be completed in three years' time by attending classes three evenings a week throughout the year.

The following are the courses required of all Lincoln Institute graduates who wish to secure the B.B.A. degree:

Fundamentals of Business	4 hours
Marketing Methods	4
Business Economics	4
Financial Organization and Management	4
Accounting for Executives	4
Business Statistics and Forecasting	4
Industrial Management	2
Management Problems	2
Business Policies	4
Business Psychology	2
<b>Total</b>	<b>34 hours</b>
Thesis	4
Business, technical, and professional experience	24
	<b>62 hours</b>
Credit for Lincoln Institute courses	38
<b>Grand total</b>	<b>100 hours</b>

Graduates of the Lincoln Institute must meet the admission requirements of the School of Business, and are subject to all regulations of the School.



## Description of Courses

The Lincoln Institute reserves the right to advance requirements regarding admission, to change the arrangement of courses, the requirements for graduation, tuition fees, and other regulations affecting the student body. Such regulations will affect old and new students.

### 1. Alternating Currents, Machinery (*Prerequisite, Course 13*)

A course of lectures, recitations, and problems dealing with the construction, theory, operating characteristics, and testing of the various types of alternating current machinery. The subjects embraced by this course are transformers, synchronous generators, synchronous motors, parallel operation of alternators, synchronous convertors, polyphase induction motors, induction generators, single-phase induction motors, and commutating alternating current motors.

Text: Dawes's Electrical Engineering, Vol. II.

### 2. Alternating Currents, Laboratory (*Prerequisite, Course 13*)

This course in connection with the corresponding class-room work in alternating currents, and the experiments performed are related to that work.

Since the work is considerably more complex and difficult, it is even more necessary that the student have adequate preparation, and he must either take Course 1 concurrently (or have already taken it), or pass a satisfactory examination upon the entire subject matter.

### 3. Advanced Mathematics

#### (a) Analytical Geometry (*Prerequisite, Course 16*)

In this course instruction is given by lectures and recitations in the following subjects: plotting of functions, interpolation, the straight line, the conic sections, curves represented by various equations of common occurrence in engineering, graphic solution of equations, determination of laws from the data of experiments, simplification of formulas. The plotting and analysis of charts in order to determine empirical formulas is an important part of the course.

Text: Wilson-Tracy's Analytical Geometry.

(b) **Calculus** (*Prerequisite, Course 16*)

This course is taken by all regular engineering students throughout the second semester of the second year. Instruction is given by lectures and recitations in the following subjects: rate of change, differentiation, maximum and minimum, integration, definite integrals, with application to the determination of mean value, area, volume, center of gravity, and moment of inertia. Problems are assigned to illustrate the use of all formulas studied in class.

Text: Passano's Calculus and Graphs.

**4. Applied Mechanics** (*Prerequisite, Course 23*)

A course of lectures and recitations comprising a study of the general methods and application of statics to structures in equilibrium, including collinear, concurrent, parallel, and nonconcurrent force systems in a plane and in space; centroids, and moment of inertia. Considerable time is devoted to tension and compression in frames, the computations of the reactions, the method of joints, and the manner of distinguishing members containing bending stresses. Vector diagrams are drawn to show the principles of graphical methods. Problems are used and assigned continuously to illustrate the underlying facts of the subject.

Text: Poorman's Applied Mechanics.

**5. Architectural Design I** (*Prerequisite, Course 7*)

An elementary course intending to familiarize the student with the Orders of Architecture, that he may learn to distinguish the best proportions of the various styles of design, and develop his taste for the best work. An analytique problem of a classic doorway is drawn and rendered, as well as original designs embracing various architectural problems, chosen to stimulate the students' knowledge and imagination in applying the fundamentals. A Gothic window is analyzed and drawn at large scale. In connection with this course the instructor will outline a course of reading in Architectural History supplemented with lectures on the subject.

Text: Turner's Fundamentals of Architectural Design.

Hamlin's History of Architecture.

**6. Architectural Design II** (*Prerequisite, Course 5*)

The design of various architectural problems of a more elaborate and complicated nature than Design I. Plans, elevations, and sections will be drawn and rendered in wash.

Text: Turner's Fundamentals of Architectural Design.

Hamlin's History of Architecture.

**7. Architectural Drawing** (*Prerequisite, Course 12*)

This course deals with the graphical solution of such problems concerned with the small dwelling house as would be presented to an Architect by a prospective home-builder. Topics embraced by this course are plans of various types of residences, arrangement and size of rooms, relation of house to individual site, to accessory buildings, and to the community.

In addition, the course deals with the fundamentals of masonry construction. Plans, elevations, and sections of a small library building of second class construction are drawn and traced, special emphasis being laid upon the technic of the work, in anticipation of the student obtaining a position in an Architect's office during the day. Proper sizes of doors and windows are studied, as well as the lay-out of stairs, the construction of fire-places, cornices, etc.

Text: Rouillion and Ramsey's Architectural Details.

Hamlin's History of Architecture.

**8. Concrete** (*Prerequisite, Course 3*)

A course in the theory and practice of concrete construction. It includes the fundamental principles for the design of foundations, buildings, bridges, and various types of plain and reinforced concrete structures.

Text: Hool's Reinforced Concrete, Vol. I.

**9. Concrete Design** (*Preparation, Course 8*)

This course consists of detailing and making of complete working drawings of the concrete structures designed in Course 8.

**10. Direct Currents, Machinery** (*Prerequisite, Course 13*)

This course of lectures, recitations, and problems deals with the subject of electrical phenomena in general, and then goes on to apply these principles to the direct current motor and

generator, the greater stress being laid upon the operating characteristics of the various appliances dealt with. The course closes with some consideration of the three-wire system of distribution and calculation of voltage drops leading to the proper arrangement and sizes of feeders and mains.

Text: Dawes's Electrical Engineering, Vol. I.

#### **11. Direct Currents, Laboratory** (*Prerequisite, Course 13*)

This course is not to be taken by a student who is not at the same time taking, or who has not previously taken, Course 10. The experiments given herein are intended to supplement and illustrate that course as well as give the students an understanding of the principal methods of electrical testing. For each experiment he performs the student is required to furnish a complete report, including theory, method of procedure, numerical results, and conclusions drawn.

#### **12. Elementary Engineering Drawing**

The course is planned to meet the requirements of a class composed of students who have had no previous instruction in drafting, and also for those who may have had one or two years' work in preparatory schools.

Instruction is given in the proper care and use of drawing instruments, T-square, and triangles, and about twenty drawings are made, including geometrical constructions, orthographic and isometric projections, development, dimensioning, and lettering. These give the student a thorough training in the fundamental principles of mechanical drawing, so that he may easily do the drafting required in his professional course. Few formal lectures are given, since the class-room work is almost entirely individual and permits the student to progress at a rate commensurate with his own ability.

Text: Svenson's Drafting for Engineers.

For those who have had some experience in Mechanical Drawing, a special course is devised which will take care of individual needs and offer students more advanced work.

**13. Elements of Electricity** (*Prerequisite, Course 16*)

A thorough training in the fundamentals of electricity and magnetism as related to electrical engineering practice, giving the derivation, theory of measurement, and calculations involving the various units.

Texts: Swoope's Lessons in Practical Electricity.

Dawes's Electrical Engineering, Volume I.

**14. Engineering Drawing** (*Prerequisite, Course 12*)

This course is a continuation of Elementary Engineering Drawing and includes the detailing of assembled drawings of machine parts and the making of assembly drawings from detail drawings. The principles of mechanism are studied. The problem work takes up cam design, the more common mechanical movements, and the determination of velocity diagrams as applied to quick return motions and other linkage mechanisms commonly met in engineering practice. Gearing and gear tooth development as applied to the involute, cycloidal and stubbed tooth systems are studied. The solution in all cases is based on the graphical rather than on the analytical method.

**15. Engineering Laboratory** (*Prerequisite, Course 17*)

The course comprises a preliminary series of experiments upon various appliances used in modern power plants to illustrate under actual conditions the principles developed in Heat Engineering. The students here apply the knowledge they have gained in the classroom in actual tests, making a complete report of the experiment including method of testing and calculations. The series consists of experiments of which the following may be mentioned as illustrative of the type of work:

Indicator Practice	Flow of Steam through Orifice
Plain Slide Valve Setting	Steam Injector Test
Steam Calorimeter Test	Condenser Test
Uniflow Steam Engine	Weir Calibration
Gasoline Engine	Pelton Water Wheel
Air Compressor	Ford Gasoline Engine
Triplex Power Pump	Warren Steam Pump
Refrigerating Machine	Centrifugal Pump
Steam Pulsometer	Steam Turbine
	Rotary Pump



**16. Engineering Mathematics**

This course is designed for students who have had first courses in Algebra and Plane Geometry. It begins with a rapid review of the fundamental principles and proceeds through factoring, quadratics, to progressions, the binomial theorem, etc., in preparation for Course 3.

It consists of lectures and recitations covering logarithms, radians, co-ordinates, trigonometric ratios, formulas, law of sines, law of cosines, law of tangents, solution of right and oblique triangles with applications to problems in engineering. Instruction is also given in the theory and use of the slide rule. Practical problems involving the application of trigonometry to engineering are assigned during the entire course.

Text: Milne-Downey's Second Course in Algebra.

Simpson's Plane Trigonometry and Logarithms.

**17. Heat Engineering** (*Prerequisite, Courses 14 and 21*)

In order satisfactorily to understand the operation of the modern power plant it is essential that the theoretical principles be thoroughly understood. The course is, therefore, in the main theoretical, but at all times the practical application of the principles under discussion are kept in view. The first part of the course covers the laws of perfect gases, the laws of vapors, the use of the steam entropy table, heat transmission, and combustion. The rest of the work covered is the application of these principles to air compressors, steam power plants, and internal combustion engines.

Text: McNaughton's Elementary Steam Power Engineering.

**18. Highway Engineering**

The course in Highway Engineering is designed to give the student the principles of modern highway practice. First part covers the economics, financing, preliminary investigation and design. In the second part various classes of road surfaces are considered, each student being assigned a topic (in advance) on which he makes a report, which is followed by general discussion on that subject. Course concludes with comparison of different types of pavements and other highway items as sidewalks, curbs, guard-rails, sign markers, etc.

Text: Agg's Construction of Roads and Pavements.

**19. Hydraulics** *Prerequisite, Course 4)*

This course is a study of the principles of both hydrostatics and hydro-dynamics. The subjects considered are: the pressure on submerged areas together with their points of application; the laws governing the flow of fluids through orifices, short tubes, nozzles, weirs, pipe lines, and open channels; and the dynamic action of water flowing over both stationary and moving curved surfaces. A short study of stream flow measurements.

Text: Russell's textbook on Hydraulics.

**20. Machine Design** *(Prerequisite, Course 21)*

This course aims to give the student practice in the application of theoretical principles previously studied, and at the same time acquaint him with the many practical details which must be considered in design work. The problems taken up in the early part of the course are of a static nature, while the later problems involve dynamic stresses. The problems of the course vary from year to year, but the following are typical of the design taken up: arbor press, hydraulic flanging, clamp, crane, air compressor, punch and shear, stonecrusher, etc.

In each design the constructive details are carefully considered, with special attention to methods of manufacture, provision for wear, lubrication, etc. The work is based on rational rather than on empirical methods, the student being required to make all calculations for determining the sizes of the various parts and all necessary working drawings.

Text: Svenson's Machine Drawing.

**21. Machine Drawing** *(Prerequisite, Course 14)*

Lectures and drafting-room exercises giving instruction and practice in detailing from actual machines, design layouts, and preliminary sketches; also in making assembly drawings from blueprint details of other machines. The student is thus given practice in reading drawings and in building up a general drawing from details. Lectures are also given on processes for reproducing drawings, such as blue printing, zinc plate and wax plate engraving, and half-tone work.

Text: Svenson's Machine Drawing.

**22. (a) Materials of Construction**

A detailed study is made of the methods of manufacturing, properties, and uses of materials used in engineering work, such as iron, steel, lime, cement, concrete, brick, wood, and stone.

A study is also made of the methods of testing and the strength of various materials used by the engineer. Each student is required to prepare a paper on some subject of especial importance which is assigned by the instructor.

Text: Pulver's Materials of Construction.

**(b) Foundations**

The subjects treated are pile formations — including those of timber and concrete — sheet piles, coffer dams, box and open caissons, pneumatic caissons, pier foundations\* in open wells, bridge piers, and abutments.

Text: Alexander's Notes on Foundations.

**23. Practical Physics**

This course consists of one lecture and one problem period each week throughout the freshman year. Instruction is given in the practical application of the laws of Physics. Each lecture is accompanied, as far as possible, by lecture-table experiments on large-sized apparatus, built especially for this course, so that the student may actually see a demonstration of the truth of the various laws. The course includes the study of the mechanics of solids, liquids, and gases, heat and its effects, and the principles of light, sound, and electricity. Practical problems covering each phase of the work are given throughout the year to fix in the student's mind the principles taken up in the lectures. The solution of practical problems in the problem period gives the student a more thorough understanding of the application of the principles discussed in the lectures.

Text: Coolidge's Practical Physics.

**24. Railroad Engineering** (*Prerequisite, Course 29*)

This course consists of instruction in the computation and methods of laying out simple, compound, reverse, vertical, and easement curves; frogs, switches, and turnouts; the computation

of earthwork from cross-section notes; setting slope-stakes and general consideration of more advanced problems of Railroad Engineering. Special emphasis is laid on field notes and field methods.

Text: Allen's Railroad Curves and Earthworks.

**25. Railroad Surveying** (*Prerequisite, Course 24*)

The first part is devoted to the construction of a plan and a profile of a preliminary survey for a railroad. This is made from field notes of an actual survey, and each student decides upon his own location by the aid of topographic maps as a mass diagram. Comparisons are made as to the total cost of each student's location. The second part is devoted design and layout of a typical railroad yard as located at the end of a division and at a major terminal. Lectures are given on the automatic block signal, automatic train control, the Interstate Commerce Commission uniform accounting system, organization of railroads and methods of construction and maintenance.

**26. Strength of Materials** (*Prerequisite, Course 4*)

Strength I.

This course comprises the study of the strength of structural shapes in tension, compression, and bending. The subjects stated are the stresses and strains in bodies subjected to tension, compression, and shearing; common theory of beams with thorough description of the distribution of stresses, shearing forces, and bending moments; longitudinal shear, and slope and deflection.

Strength II.

This is a continuation of Strength of Materials I in which a study is made of the strength of shafting and springs; combined stresses in beams subjected to tension, compression, bending, and torsion; also strength of hooks, columns, and thin hollow cylinders, and brief consideration of strains and the relation of the stresses on different planes in a body.

Text: Poorman's Strength of Materials.

**27. Structural Design** (*Prerequisite, Course 28*)

The course in structural design consists of work in the drawing room. It is a continuation of the course in structural drawing given in the second year, and includes the execution of elementary structural design, taking up in a practical way the principles of the course in Theory of Structures. Each student is given data for various problems, the designs for which he works out in the drawing room, making all necessary computations and executing all drawings necessary for the preparation of complete designs of a number of engineering structures.

**28. Structural Drawing** (*Prerequisite, Course 12*)

The course in Structural Drawing consists of making sections through standard structural steel shapes, making detailed drawings of standard connections\* and making shop drawings of various structural members. The student is given data from which he draws framing plans and dimensioned shop drawings. The purpose of the course is to familiarize the student with the elements of steel structures and to teach him where and how to dimension structural parts on working drawings.

**29. Surveying** (*Prerequisite, Course 16*)

(a) A course of lectures on the elements of plane surveying. The material covered includes measurement of distance, direction and difference in elevation, control surveys, city surveys, the principles of map projection, stadia and topographical surveying, the use of the plane table, and the use and care of field equipment.

(b) A continuation of Surveying (a) covering office computations and drafting room work. Topographical map making, survey computations including triangulation, rectangular coordinates, and highway curves, and the plotting and tracing of actual field surveys are included in this part of the course.

Text: Breed and Hosmer's Elementary Surveying, Volume I.

**30. Theory of Structures** (*Prerequisite, Course 26*)

This course consists of lectures, recitations, and solution of problems. Instruction is given in the fundamental theory of structures, including the theory of beams, girders, trusses, com-



putation of reactions, moments and shears for static and moving loads by the use of shear diagrams, moment diagrams, and influence lines. The work in the classroom is supplemented by the solution of practical problems in structural design.

Text: Spofford's Theory of Structures.

**31. Topographical Drawing** (*Prerequisite, Course 29*)

The first part of the course is devoted to a study of the various conventional symbols used in the drawing of topographical maps. Each student is required to familiarize himself with these symbols and make inked drawings containing same. Reasonable proficiency in the use and application to maps is expected.

The latter part of the course is devoted to making of contour map from field notes and applying typical problems of earthwork to same. Included also are problems of visibility and drainage and calculations of volumes of cut and fill from typical landscape grading plans.

## **Engineering Equipment**

### **Field Instruments of Civil Engineering**

The Civil Engineering Department possesses various surveying instruments, representing the principal makes and types in general use.

The equipment includes four surveyor's compasses, two Keuffel & Esser transits, five Buff & Buff transits, one Buff & Buff triangulation transit, one Berger transit, two Hutchinson transits, one Gurley transit, one Poole transit, two Berger levels, two Keuffel & Esser levels, one Buff & Buff level, one Bausch & Lomb precise level, two Gurley plane tables, two Buff & Buff plane tables, and two Keuffel & Esser plane tables.

There are Locke hand levels, lining rods, leveling rods, stadia rods, engineers' and surveyors' chains, steel and metallic tapes, one 100-foot Invar steel tape, and all the miscellaneous equipment necessary to outfit the parties that the instruments will accommodate. The transits are equipped for astronomical observations. For higher surveying there is an aneroid barometer for barometric leveling, an Invar tape, a sextant for hydrographic surveying, and a Gurley electric current meter for hydraulic measurements.

The extent of the equipment and scope of the field work itself are designed to train the student's judgment as to the relative merits of the various types of field instruments.

## **Mechanical Laboratories**

The Mechanical Engineering Department has a well equipped laboratory, containing new and modern machines run by steam, gasoline, water and electricity. A separate high-pressure steam line connected directly with the boilers in the main building enables the steam-driven apparatus to be run with steam under full boiler pressure.

The steam apparatus located in the laboratory includes the following equipment. A Uniflow steam engine of fifty horsepower capacity and of the latest design is so equipped that a complete engine test may be run on the machine. The auxiliary apparatus connected with the engine includes a prony brake

for measuring the output of the machine and a surface condenser is tied in with the exhaust line in order to obtain the steam consumption. A Chicago steam-driven air compressor is arranged to make complete tests on both the steam and air ends of the machine. This compressor is also connected to a surface condenser. A Warren direct-acting steam pump is connected up to run a standard pump test, the steam end being tied in with a surface condenser and the water end with a rectangular weir for measuring the quantity of water delivered by the pump. A twelve horsepower Curtis steam turbine of the impulse single-stage type, to which is directly connected an absorption dynamometer or water brake, is available for testing. The steam end of this turbine is piped to a Worthington surface condenser and also to a Shutte-Koerting ejector condenser. A small Sturtevant horizontal steam engine is equipped for a complete test with a prony brake for the measurement of power output. Other steam-driven apparatus includes a steam pulsometer pump, a steam injector, two small vertical steam engines for valve setting experiments, and a heat exchanger for determining heat transfer between steam and water.

The hydraulic equipment in the laboratory includes a two-stage centrifugal pump with a dual drive or separate drive as may be desired. The drive is either direct from a 15-horsepower direct current motor or else direct from a Lee single-stage steam turbine. A new six stage centrifugal pump direct-connected to a 40-horsepower direct current motor has been installed for testing purposes. The motor through a speed regulator has a range in speed from 900 R.P.M. to 2200 R.P.M. The pump is rated at 180 G.P.M. against a head of 450 ft. The capacity of the pump is measured by a Venturi tube of the latest design. There is also a rotary pump driven direct by an electric motor. Other machines of a hydraulic nature are a triplex power pump, driven by a five horsepower electric motor, a hydraulic turbine of the Pelton Wheel type, a small single-stage centrifugal pump driven directly by a  $3\frac{1}{4}$ -horsepower gasoline engine, a triangular and a rectangular weir for measuring quantities of water discharged by the various pumps in the laboratory, besides the necessary tanks, platform scales, and hook gauges.

Under the gas laboratory equipment may be listed a Fairbanks-Morse ten horsepower gasoline and oil engine, so arranged

that tests may be run using various kinds of fuels and complete test data obtained; a Ford automobile engine arranged to run tests with different fuels and carburetors; 2 gasoline airplane engines for demonstration purposes and several types of internal combustion engines for testing and demonstration work.

The equipment under the heading of Refrigeration includes a  $\frac{3}{4}$ -ton Frick ammonia refrigerating machine and a small Frigidaire sulphur dioxide machine of the household size. Both of these machines are arranged for testing purposes. A small Triumph compressor is also available for demonstration work.

For heat treatment, an electric furnace is available with a pyrometer for temperature measurements. A Brinell hardness tester makes possible tests on various metals for determining their hardness. Under oil testing apparatus is a Saybolt Universal Viscosimeter for viscosity determination and a flashpoint and fire point tester for different grades of oil. For finding the heating values of fuels, an Emerson bomb calorimeter is used with necessary gages and thermometers. Apparatus is also available for gage testing, measuring flow of air, steam, and water, prony brake testing, determining the quality of steam by means of a throttling and a separating calorimeter, test on an air blower and friction of drives.

The steam power plant is also used for testing purposes. The plant is equipped with a flow meter in the feedwater line, steam pressure gages, scales, electrical meters, thermometers, indicators, draft recorders, Orsat apparatus, CO<sub>2</sub> recorder and other equipment necessary for complete power plant tests. The plant consists of four horizontal return tubular boilers, three of which are equipped for burning coal and one for burning fuel oil; various auxiliary appliances as feed water pumps, feed water heater, oil fuel pumps, and separators; and four three-wire generators, three of which are driven by Ridgeway reciprocating steam engines, and the fourth is direct connected to a Westinghouse-Parsons steam turbine.

This places at the disposal of the students well equipped and up-to-date engineering laboratories, and enables them to carry on boiler tests, with both coal and oil as fuel, determine the efficiencies of various fuels, obtain the efficiency of modern reciprocating

steam engines of different types, and test air compressors, fan, pumps, water wheels, and gas-engines. This renders the student familiar with the various auxiliary appliances of a modern power plant and links up the class-room instruction with laboratory tests.

## Electrical Measurements Laboratory

This laboratory is equipped with apparatus of two distinct types, first, that planned fundamentally for teaching the principles of measurement and, second, that which is used in teaching advanced standardizing methods as well as for keeping the instruments in daily use in the other laboratories, and in the power house, correct or properly calibrated.

It is supplied with three sets of small storage cells for 500-volt calibration work and a set of twelve 500-ampere-hour cells for current work.

The apparatus used in the first type of work includes the customary devices used in such work as resistance measurements by Ohm's law, direct deflection and substitution methods, voltmeter methods for high resistance, insulation resistance, specific resistance, use of slide wire and Wheatstone bridges, electro-static capacity, Poggendorf's method of E.M.F. comparison, loop tests for grounds, etc.

For the second type of work there is a laboratory standard Wheatstone bridge, two Kelvin bridges (one of the self-contained type), a Leeds Northrup type Carey-Foster bridge and equipment, two potentiometers with auxiliary apparatus of volt boxes, standard cells, standard shunts of 10, 100, and 500 amperes capacity, a set of resistance standards of Bureau of Standards and another of Reichsanstalt patterns, also a complete set of Inductance and Capacity Standards; Weston standard current transformer, Weston laboratory standard triple range voltmeter, ammeter and wattmeter for alternating current work and all necessary galvanometers carried on Julius suspensions.

Other equipment includes a complete Reichsanstalt daylight type photometer equipment, Westinghouse oscillograph with full equipment, including a variable 1,000 ampere standard shunt and slow speed film holder, a General Radio Company



Vibrating String Oscillograph, special Cathode Ray oscillograph, and a capacity bridge working to one micro-micro-Farad. Micro ammeters, vacuum tube voltmeters, electrostatic voltmeters, thermal meters, standard wave meter, standard Vreeland oscillator, piezo crystals, and other equipment for radio measurements. Briefly, the laboratory is equipped for practically any work in electrical measurements outside the absolute determinations as carried on in National standardizing laboratories.

The instrument room is supplied with eighty-five high grade General Electric Co. and Weston Electric Instrument Co. alternating current voltmeters and ammeters with a number of potential and current transformers, and with nine polyphase and fourteen single-phase indicating wattmeters, each of double current and double voltage ranges.

For direct current working there are seventy-five voltmeters (of triple range), ammeters and millivoltmeters of the above makes. There are thirty-five standard shunts of ranges from ten to 100 amperes with uniform drops of fifty millivolts to go with the millivoltmeters.

There is also a large and varied assortment of auxiliary equipment such as sliding rheostats for circuit control, non-inductive loading resistance, air core loading reactances, frequency indicators, power factor indicators, etc.

## Electrical Engineering Laboratory

This laboratory is equipped with sixty generators and motors of different types, the size and voltage ratings being selected to reduce as much as possible the risk from high voltage apparatus while making available to the student commercial apparatus such that the various quantities it is desired to measure will be of reasonable dimensions.

Machines from five to twenty-five kilowatt capacity are used principally for this reason, but also because the student in his engineering practice early comes in contact with large and varied machinery in power houses and electrical plants generally.

For D.C. working, among others there are two sets of specially matched direct current six-kilowatt, 125-volt compound gen-

erators, which will still work as shunt machines. In one the two generators may be joined by a coupling so that they may be used for "pump-back" testing. The other pair are driven individually by ten-kilowatt, 230-volt motors and used principally for parallel operation and similar work. A large 230-volt, 12-kilowatt, 200 R.P.M. Sturtevant motor is used for retardation tests, and an assortment of series, shunt and compound motors each fitted with brake wheels are used for routine motor testing.

For A.C. working there is a fifteen-kilowatt (eighty per cent p.f.) three-phase, 230-volt alternator driven at sixty cycles by a twenty-five horsepower Westinghouse motor, a 7.5 kilowatt special G. E. machine with special armature tape so that it may be used as single-phase, two-phase, three- or six-phase synchronous motor.

Two 12.5 kilowatt (eighty per cent, p.f.) G. E. machines having each armature coil tapped out separately also giving the above phase arrangements, each driven by its own motor and available for use either as synchronous generators or as motors. A five-kilowatt Holtzer Cabot machine with three rotors, making it available as either a squirrel cage, wound rotor, or synchronous machine. A G. E. single-phase clutch motor, a type R.I. induction motor, a Wagner single-phase motor; two Wagner motors arranged for concatenation control, two five-kilowatt Holtzer three-phase synchronous converters, a Westinghouse 7.5 kilowatt, two-phase motor and a ten-horsepower Fynn-Weichsel Unity power factor motor.

For transformers there are six single-phase G. E. type H units wound for 550 volts primary and 220-110 volts secondary. Two sets of transformers with Scott transformation taps, and a Type R.O. constant current transformer, primary winding for 220/190 volts and secondary for 6.6 amperes, 310 volts maximum fitted with a load of eighty candle power 6.6 amperes sixty-watt nitrogen filled tungsten lamps, and a pair of 550/220 110 volts G. E. three-phase transformers of 7.5-kva. capacity.

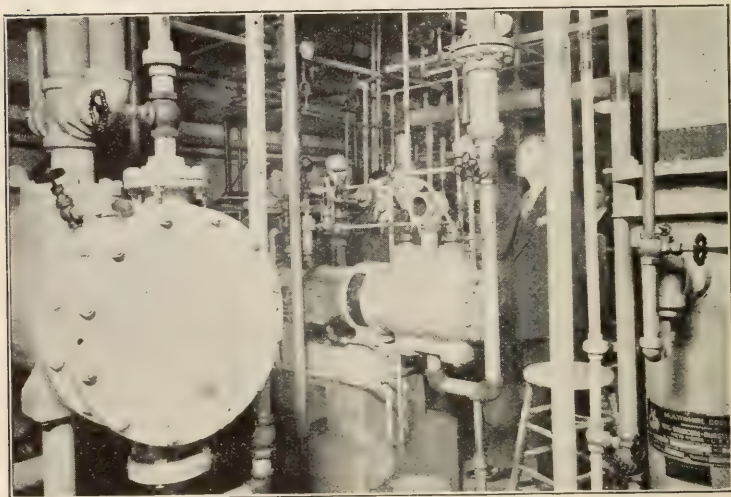
For High Tension work there have been installed a pair of General Electric Transformers of 8-kva. capacity at 100 kilovolts. A special room in the laboratory has been equipped for cable and insulation testing. The auxiliary equipment includes

the necessary sphere gaps, induction regulators, calibrated voltmeters, etc., the transformers being supplied from a special motor-driven generator. During the current year the set will be completed with the addition of necessary kenotron tubes and controls for the rectification of the high potential alternating current for direct current working.

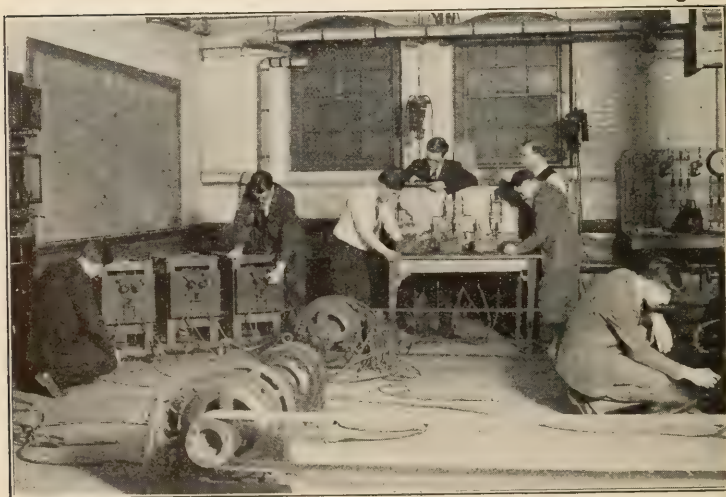
There is also a full equipment of necessary control and regulating appliances and eighteen movable test tables fitted with the necessary terminals, switches, circuit breakers, etc., for setting up the various combinations required from time to time. Each student when performing an experiment does the complete wiring, no apparatus in the laboratory being found permanently wired up except as to its normal, self-contained circuits.

Power is supplied over a special set of feeders, by one or both of two special units in the power house which when on laboratory service are cut clear from any other service whatsoever and potential controlled from the laboratory.

There are also speed governors and Tirrell regulators, both A.C. and D.C., capable of being used with any special machines found desirable at any particular time.



*Test on Steam-driven Air Compressor*



*Regulation of an Alternator by the A. I. E. E. and Potier Methods*

## **Administrative Regulations**

### **Applications for Admission**

Applications for admission should be filed as early as possible in order that the necessary investigations may be made and the status of each student definitely determined before the opening day.

### **Registration**

Each student is required to present himself at the School Office, and to have his course approved by the Director to complete his registration. A student is expected to pay the first tuition installment and other fees required before beginning attendance.

A student who does not pay the first installment in full at registration is expected to interview an officer regarding a deferred payment agreement.

Late registration will be permitted only at the discretion of the Director.

### **The School Year**

The school year is divided into two semesters of fifteen weeks each. The first semester extends from October 5 to January 29 and the second semester from February 1 to May 20.

### **Diploma Requirements**

Students may register for single subjects or for complete courses, provided such registration meets with the approval of the Director; but to receive the diploma of the Institute the student must fulfill the following conditions:

- a. Regardless of the advanced standing credit he receives, he must have been in attendance for at least a year preceding the date on which he expects to graduate.
- b. He must complete all the courses of his particular curriculum, either by attendance at this Institute, or by receiving advanced standing credit for those courses, or the equivalent of those courses as determined by the Director.



- c. He must pass such final examinations as are required in the courses he has pursued. The various curricula have been arranged so that the courses can be completed in four years. However, an extension of time will be granted to those who wish to take longer to meet the requirements for graduation.

## Sessions

Classes meet on week-day evenings between the hours of seven and nine. There are no classes on Saturdays. A full schedule will include three evenings a week. As a rule classes are scheduled from 7 p.m. till 9 p.m.

## Attendance Requirements

A careful record of attendance upon class exercises is kept for each student. Absence from regularly scheduled classes on any subject will seriously affect the standing of the student. It may cause the removal of certain subjects from his schedule and the listing of these as "conditioned subjects". However, if reasonable excuse for absence be presented, the student may be allowed to make up the time lost, and be given credit for the work; but he must complete the work at such time and in such manner as his instructor in the course shall designate.

An attendance record of 60% must be maintained in all classes before a student will be admitted to examination.

## Examinations and Quizzes

Examinations and quizzes are held throughout the term at the discretion of the instructors. Final examinations are required upon the completion of all courses. The following system of grading is used:

A	—	90 to 100	—	Excellent
B	—	80 " 89	—	Good
C	—	70 " 79	—	Fair
F	—	50 " 69	—	Conditioned Failure
FF	—	Below 50	—	Complete Failure

A student marked "F" may receive one special examination. If he fails in that, he must repeat the course. On re-examination, students will be credited with only the minimum passing grade (70%), regardless of the fact that they may actually achieve a higher grade on the examination. In cases where a student fails in the special examination, he will be credited with the actual score that he achieves. A student marked "FF" must repeat the course. The fee for each special examination is \$3. Grades and reports are mailed to the students and will not be given out at the School Office. Under no circumstances will grades be given over the telephone.

Quizzes are to be made up at the discretion of the instructor.

## Transfers

No students are permitted to change from one course to another without first consulting the Director, and receiving a Transfer Order signed by him.

## Reports of Standing

An informal report of the student's standing is issued at the end of the first term; and the formal report, covering the year's record, is issued at the close of each year.

In the case of students who are under twenty-one years of age, reports may be sent to parents in the event of unsatisfactory work on the part of the student, non-compliance with administrative regulations, continued absence, and withdrawal. Parents may obtain reports at any time on request.

## Classification of Students

The ability of students to continue their courses is determined by means of class room work and examinations, but regularity of attendance and faithfulness to daily duties are considered equally essential.

When a student elects a curriculum, he is required to complete all courses included therein in order to graduate. If a student wishes to drop a course, or omit one and substitute another therefor, the consent of the Director must first be obtained. Otherwise the student will be regarded as a special student.

A special student is permitted to attend the school, subject to the approval of the Director, and to take such courses as the school offers. Special students are not eligible for a diploma.

### **Students Admitted with Advanced Standing**

Students who, upon admission, were granted provisional advanced standing, but have not presented evidence of their eligibility to such advanced standing, shall not be granted the diploma of the school.

### **Elective Subjects**

Students electing any course not included in their curriculum will be required to take all examinations in that course, and to attain a passing grade in it before they will be eligible for a diploma.

### **Diplomas**

Upon the satisfactory completion of any of the regular curricula, and the fulfillment of the conditions on pages 55 and 56 the student is entitled to receive a diploma. A graduation fee of ten dollars is required of all candidates for a diploma. This fee must be paid on or before May 15th.

### **Honors**

The school awards the diploma with honor and high honor to those students who have completed outstanding work during the period of their attendance. The diploma with high honor will be awarded to all those who have completed the curriculum for which they registered with an average of 90% or more. The diploma with honor will be awarded to those who have completed the curriculum for which they registered with an average of from 85% to 89% inclusive.

## **General Information**

### **Equipment for Physical Training**

The Boston Y.M.C.A. in whose building the Lincoln Institute is housed has exceptional facilities for all-round physical training. The gymnasium with its 12-lap running track, three basket ball courts, wrestling, boxing, fencing and special exercise rooms, handball courts and bowling alleys, is one of the most complete in New England. The natatorium is one of the best in the country. It is in a separate building, having a glass roof, admitting abundant sunlight, and has a continuous supply of filtered salt water. The tank is 75 feet long and 25 feet wide. Adjoining the building is a large field equipped for athletics. Here are four tennis courts, outdoor gymnasium, basketball court, jumping pits, and a track with a 100-yard straight-away. Students of the Lincoln Institute receive special rates.

### **Library**

A large and well-equipped library is available for the use of students. The reading rooms are open from 9 a.m. to 10.30 p.m. on week-days, and from 9 a.m. to 10 p.m. on Saturdays. Students have also the privilege of securing books from the Boston Public Library and its branches. To obtain this privilege application should be made to the Director, who will furnish the applicant with the necessary blanks.

### **Bookstore**

The University bookstore is situated on the second floor, and is maintained by the University for the benefit and convenience of students. Books and materials are sold at the lowest possible rates.

### **Visitors**

Visitors are always welcome at one class session in any department. Those who wish to visit any of the classes should call at the school office and obtain a visitor's card signed by the Director.

## Religious Activities

The Lincoln Institute is conducted by the Northeastern University of the Young Men's Christian Association, and, though non-sectarian, is thoroughly Christian in character. Students are cordially welcomed and urged to participate in all the activities of the Y. M. C. A. It is hoped that they will feel free to do so to the largest possible extent. In connection with the various departments of the Association an ample social and religious program is provided, so that all men should be able to find that type of activity in which they are most interested. However, a student should not hesitate about entering the School because of religious faith, no attempt being made to influence one to participate in any activities which are contrary to the tenets of his particular religion.

### *Notify the Office Immediately*

- (a) Of any change of address;
- (b) Of withdrawal from any course—otherwise the fee for that course will be charged;
- (c) Of withdrawal from the school — giving the date of the last lecture attended.

## Interviews and Educational Guidance

Prospective students or those desiring advice or guidance with regard to any part of the school work or curricula, or who wish assistance in the solution of their educational problems, should note the fact that interviews are available without obligation, and that the officers of the school will do their utmost to see that a program is designed which is the most satisfactory for the individual student. In certain cases, other institutions may be recommended which suit the student's needs better. Furthermore it is important that those with educational problems to solve should realize the necessity for care in approaching educational work so that the program selected will be on the best educational basis.



## Register of Students

ADAMS, J.	Quincy, Mass.	DALY, ALBERT J.	Somerville, Mass.
ALTIERI, ABRAHAM G.	Newton, Mass.	DAMATO, RUDOLPH J.	Jamaica Plain, Mass.
AMARU, HUGO F.	Lexington, Mass.	DAVIS, MELVA F.	Medford, Mass.
AMES, STANLEY O.	Malden, Mass.	DEARING, WILLIAM H.	Quincy, Mass.
AMPOLO, ALBERT	Chelsea, Mass.	DESCALSO, C. V.	Boston, Mass.
ANDERSON, GEORGE W. H.	Quincy, Mass.	DESTEFANO, AMELIO	Revere, Mass.
ARONIE, ISRAEL	Dorchester, Mass.	DETTONI, VICTOR	West Quincy, Mass.
BAGARELLA, PETER R.	Boston, Mass.	DICESARE, RALPH P.	Milford, Mass.
BAKER, WARREN FRANCIS	Allston, Mass.	DIESO, FRANK	Revere, Mass.
BALDWIN, G. W.	So. Weymouth, Mass.	DIFELICE, STEPHEN E.	Lynn, Mass.
BALDWIN, WILLIAM J.	Revere, Mass.	DINNEEN, WILLIAM M.	Brockton, Mass.
BANFILL, ELWOOD H.	Southborough, Mass.	DOLPH, EDWARD	Dorchester, Mass.
BANKS, EARLE C.	Woburn, Mass.	DONOHUE, FRANK C.	Allston, Mass.
BARBA, A.	Dorchester, Mass.	DONNELLY, JOHN B.	Roxbury, Mass.
BARNES, WILLIAM H.	Roslindale, Mass.	DOUGLAS, MALCOLM G.	Hull, Mass.
BARTLETT, FRANCIS R.	Brookline, Mass.	DOWDELL, THOMAS P.	Arlington, Mass.
BATTISTA, ANTHONY J.	Boston, Mass.	DOYLE, ROBERT A.	Lynn, Mass.
BATTLE, JOHN H.	Quincy, Mass.	DREW, F. SHELTON	Medford, Mass.
BAUTISTA, SILVERIO	Watertown, Mass.	DRUMMOND, THOMAS J.	Somerville, Mass.
BAXTER, HENRY S.	Allston, Mass.	DYKE, MILTON F.	Somerville, Mass.
BEARCE, WILLIAM R.	Foxboro, Mass.	DIPHILIPPO, FELICE	Lynn, Mass.
BELLENOIT, G. E.	Malden, Mass.	DZINDOLET, A.	Ashland, Mass.
BERCHTOLD, WARREN A.	Boston, Mass.	EARLY, MARIE	Cambridge, Mass.
BERDEEN, PHILIP E.	Boston, Mass.	EBBESON, HERBERT A.	Boston, Mass.
BERESFORD, PATRICK F.	Medford, Mass.	EDMONSTON, ALEXANDER S.	Quincy, Mass.
BERGER, SAMUEL	Lynn, Mass.	EDWARDS, JOSEPH G.	Quincy, Mass.
BIGWOOD, EVERETT R.	Wayland, Mass.	ETSELL, BENJAMIN J.	Melrose Highlands, Mass.
BJORKGREN, DAVID	Lexington, Mass.	EUERLE, GEORGE A.	Boston, Mass.
BLENKHORN, C. M.	Marblehead, Mass.	EVANS, GEORGE WILLIAM	Malden, Mass.
BONITTO, VINCENT H.	Boston, Mass.	EVANSON, J. W.	Malden, Mass.
BOULTER, C. F.	Quincy, Mass.	EYCLESYMER, HARLEY	Newtonville, Mass.
BOYD, EUGENE D.	Cambridge, Mass.	FELTON, ROBERT M.	Brockton, Mass.
BRADFORD, WILLIAM H.	Medford, Mass.	FISHER, MURRAY	Dorchester, Mass.
BRIDGES, ALMON HARVEY	Boston, Mass.	FLIGHT, RICHARD, JR.	Boston, Mass.
BRIDGMAN, ALFRED F.	Roslindale, Mass.	FOGARTY, JAMES	Everett, Mass.
BRIGNOLO, P.	Revere, Mass.	FORVILLE, L. H.	Allston, Mass.
BROWN, RAYMOND W.	Medford, Mass.	FREGEAU, GEORGE H.	Salem, Mass.
BURDITT, W. J.	Winthrop, Mass.	FULLER, EDISON F.	Attleboro, Mass.
BURGESS, ROBERT D.	Mansfield, Mass.	GAGE, B. G.	Natick, Mass.
BURKE, PHILIP E., JR.	Waltham, Mass.	GALLIGAN, LAWRENCE F.	Watertown, Mass.
BURRILL, WALTER L.	Quincy, Mass.	GALLISON, VICTOR GUY	Haverhill, Mass.
BURTON, E. D.	Boston, Mass.	GEARY, JOHN J., JR.	Arlington, Mass.
BUSHEE, JAMES	Everett, Mass.	GERNIGLIA, JOSEPH W.	Saugus, Mass.
BUSSELL, FORREST J.	Southville, Mass.	GIACOLONE, FRANK A.	Belmont, Mass.
BUTLER, FREDERICK W.	Waltham, Mass.	GIBLIN, JOHN F.	South Boston, Mass.
BUTTERS, HOWARD L.	Newtonville, Mass.	GILLETTE, H. W.	Malden, Mass.
BUXTON, NORMAN	Watertown, Mass.	GILLIN, A. A.	Dorchester, Mass.
CARCERANO, LUIGI	Boston, Mass.	GILLISSEN, ALBERT	Wilmington, Mass.
CARROLL, JAMES F.	Woburn, Mass.	GIRARD, LEON F.	Quincy Point, Mass.
CARTER, LUCIUS	Malden, Mass.	GITCHELL, JOHN H.	Cambridge, Mass.
CASO, CARMINE	Everett, Mass.	GOLDBERG, MAURICE A.	Boston, Mass.
CASWELL, C. E.	East Milton, Mass.	GOODALE, LOVINGSTON R.	Cambridge, Mass.
CECELSKI, E. A.	Salem, Mass.	GOODWIN, EDWIN C., JR.	Wollaston, Mass.
CLARKE, HARRY	Revere, Mass.	GREENE, F.	Roxbury, Mass.
COHEN, GEORGE D.	Lynn, Mass.	GRIFFEN, REGINALD J.	Methuen, Mass.
COHEN, GEORGE I.	Malden, Mass.	GROSS, ERIC N.	Roxbury, Mass.
COLE, STANLEY W.	Boston, Mass.	HAFFER, AUGUSTUS I.	Watertown, Mass.
COLLIS, EVERETT F.	Boston, Mass.	HALLISEY, JAMES D.	Quincy, Mass.
COMEAU, COURTNEY C.	Lexington, Mass.	HANNAGAN, WILFRED R.	Lawrence, Mass.
CONSOLASIO, ANTONIO P.	Beverly, Mass.	HARRIS, A. V.	Dorchester, Mass.
CONSTANT, PHILIP	Roxbury, Mass.	HAVEN, LEWIS D.	Saugus, Mass.
COOPER, ROLAND	Lowell, Mass.	HAWLEY, FERDINAND F.	Winchester, Mass.
CORCORAN, THOMAS	Brighton, Mass.	HAYNES, FRANCIS C.	Wayland, Mass.
CORMACK, J. K.	Lynn, Mass.	HEITIN, AARON	Roxbury, Mass.
CORNBLATT, LOUIS	Mattapan, Mass.	HENDY, WILLIAM R.	Medford, Mass.
CORRIERI, V. M.	Dorchester, Mass.	HIGGINS, JOSEPH F.	Mattapan, Mass.
COTTRELL, STANLEY	Norwood, Mass.	HILL, GEORGE D.	Forest Hills, Mass.
COURLANG, MAURICE	Chelsea, Mass.	HINDLE, ETHELBERT	Saylesville, R. I.
CRESPI, ALDO	Dorchester, Mass.	HAARTZ, LOUIS OTTO	North Scituate, Mass.
CROOPNICK, ALBIE	Chelsea, Mass.		
CROWE, OREN L.	Reading, Mass.		
CULLITY, MARTIN J.	Worcester, Mass.		
CUNHA, EDWARD F.	Roxbury, Mass.		
DALTON, ARTHUR C., JR.	Medford, Mass.		

- HAMMER, R. Lawtence, Mass.  
 HERRICK, CLIFFORD K. Medford, Mass.  
 HOAR, GEORGE L. Boston, Mass.  
 HOFFMAN, CALMAN Lowell, Mass.  
 HOLLAND, WILLIAM C. Revere, Mass.  
 HOWARD, EDWIN M. Winthrop, Mass.  
 HOWARD, RICHARD AVERY Quincy, Mass.  
 HUTCHINGS, A. R. Boston, Mass.  
 JACK, ANDREW Malden, Mass.  
 JOHNSON, EDWARD H. Dorchester, Mass.  
 JOHNSON, RICHARD E. Norfolk Downs, Mass.  
 JOHNSON, ROBERT Dorchester, Mass.  
 JOHNSON, WALTER Worcester, Mass.  
 KAMISON, ABRAHAM Roxbury, Mass.  
 KARLBERG, C. R. Quincy, Mass.  
 KARP, HARRY Dorchester, Mass.  
 KARP, NATHAN Dorchester, Mass.  
 KELLY, HENRY W. Dorchester, Mass.  
 KELLY, RICHARD J. Boston, Mass.  
 KIHS, FRANCIS J. Boston, Mass.  
 KILLOURIE, MARTIN J. Lawrence, Mass.  
 KING, ALFRED J. Somerville, Mass.  
 KLEIN, LEO Dorchester, Mass.  
 KOPEL, JULIUS Roxbury, Mass.  
 LAMB, L. H. Belmont, Mass.  
 LANCAON, JUAN S. Medford, Mass.  
 LANE, FRANCIS E. Quincy, Mass.  
 LANE, ROBERT H. Forest Hills, Mass.  
 LANG, HARRY C. Lawrence, Mass.  
 LARSON, ALFRED R. Newtonville, Mass.  
 LARSON, H. Worcester, Mass.  
 LAW, A. H. Lynn, Mass.  
 LAWSON, EDMUND Lowell, Mass.  
 LEGRO, RAYMOND P. Lynn, Mass.  
 LEHTINEN, GEORGE E. Boston, Mass.  
 LENTINI, ETTORE P. Boston, Mass.  
 LEON, W. Dedham, Mass.  
 LIBBEY, ROBERT C. East Dedham, Mass.  
 LIPOFSKY, ABRAHAM L. Dorchester, Mass.  
 LOHNES, JOHN W. Winchester, Mass.  
 LOSORDO, ANTHONY D. Boston, Mass.  
 LOVEJOY, CHARLES K. Roslindale, Mass.  
 MACDONALD, JOHN W. Walpole, Mass.  
 MACGUIRE, DONALD C. Wellesley, Mass.  
 MACEWICZ, F. ALBERT Readville, Mass.  
 MACKENZIE, JOHN Dorchester, Mass.  
 MACLEAN, WALLACE K. Belmont, Mass.  
 MADIGAN, KIRBY F. Attleboro, Mass.  
 MAILLET, EMILE J. Newton, Mass.  
 MALIN, MANUEL Chelsea, Mass.  
 MANFREDI, ANTHONY F. Boston, Mass.  
 MANNING, ALEXANDER E. Milton, Mass.  
 MARGGRAF, C. J. Lawrence, Mass.  
 MARONEY, FRANCIS H. Haverhill, Mass.  
 MARSDEN, FREDERICK W. Charlestown, Mass.  
 MARTIN, JOHN J. Chelsea, Mass.  
 MARZETTA, FRANK Boston, Mass.  
 MATTIE, JOHN L. Quincy, Mass.  
 MAYALL, JAMES J. Mansfield, Mass.  
 Mazza, J. Watertown, Mass.  
 MCCALLUM, JOHN P. Somerville, Mass.  
 MCGILVRAY, PAUL F. Dorchester, Mass.  
 MCGRADY, CHARLES W. Waverley, Mass.  
 MCGRATH, JOHN F. Milton, Mass.  
 MCGROARTY, CHARLES W. Quincy, Mass.  
 McLAUGHLIN, FRANCIS D. Charlestown, Mass.  
 McPHILLIPS, JAMES C. Atlantic, Mass.  
 MEREDITH, LAWTON G. Boston, Mass.  
 MERRIAM, FRED A. Cambridge, Mass.  
 METIVIER, LOUIS A. Lynn, Mass.  
 MIKUTEL, B. Boston, Mass.  
 MILES, ROBERT E. Revere, Mass.  
 MILLER, I. J. Boston, Mass.  
 MILLER, JOHN W. Everett, Mass.
- MILMORE, FREDERICK J. Watertown, Mass.  
 MONAHAN, WILLIAM A. Winthrop, Mass.  
 MORELAND, FRED W. Cambridge, Mass.  
 MORSE, CLARENCE H. Mansfield, Mass.  
 MOSELEY, JOHN B. Malden, Mass.  
 MOSTOWITZ, HAROLD D. Watertown, Mass.  
 MOTTOLA, THEODORE R. Belmont, Mass.  
 MULLEN, CHARLES P. Winter Hill, Mass.  
 MURDOCK, PAUL E. Malden, Mass.  
 MURPHY, RICHARD East Milton, Mass.  
 MURPHY, WILLIAM F. Chelsea, Mass.  
 NORRIS, L. Melrose, Mass.  
 NORTON, JOHN C. H. Revere, Mass.  
 O'BRIEN, EDWARD J. Milton, Mass.  
 O'BRIEN, JOHN J. Charlestown, Mass.  
 O'BRIEN, JOHN W. Mattapan, Mass.  
 O'CONNOR, MORGAN Boston, Mass.  
 OLLERHEAD, SIDNEY J. W. Roxbury, Mass.  
 OLSON, LESTER H. L. Waltham, Mass.  
 O'NEIL, EUGENE J. Lawrence, Mass.  
 O'NEILL, CHARLES T. Attleboro, Mass.  
 ORMON, ALFRED Quincy, Mass.  
 OSSOLINSKI, JOHN L. Salem, Mass.  
 PARKER, RAYMOND I. Somerville, Mass.  
 PARMENTER, ROBERT D. Melrose, Mass.  
 PARSONS, C. HAROLD E. Milton, Mass.  
 PARSONS, MERTON G. Medford, Mass.  
 PATTEN, HENRY F. Dorchester, Mass.  
 PAUL, SAMUEL Dorchester, Mass.  
 PAYTON, ARTHUR L. Brockton, Mass.  
 PERRY, CARL A. East Lexington, Mass.  
 PERRY, OWEN M. Brookline, Mass.  
 PESSIN, L. Dorchester, Mass.  
 PETERSON, ED. H. Cambridge, Mass.  
 PEZZELLA, JOACHIM Everett, Mass.  
 PIERCE, HAROLD S. Cambridge, Mass.  
 PIERCE, R. WHITNEY Cambridge, Mass.  
 PIKE, OLIVER A. Forest Hills, Mass.  
 PIKE, VIRGINIA G. West Roxbury, Mass.  
 PITKIN, VIRGINIA Salem, Mass.  
 PLEVACK, JOSEPH Watertown, Mass.  
 PODOLSKY, J. Roxbury, Mass.  
 POLEN, MORRIS Mattapan, Mass.  
 POLITANO, FRANK J. Winchester, Mass.  
 POYDAR, HENRY F. Brookline, Mass.  
 PRENDERGAST, MARTIN Waverley, Mass.  
 PURCELL, ELLARD B. Allston, Mass.  
 RABINOVITZ, PHILIP Roxbury, Mass.  
 RAPHAEL, LILLIAN Roxbury, Mass.  
 REDDINGTON, JOHN J. Dorchester, Mass.  
 REID, WALTER D. Medford, Mass.  
 REID, WALTER S. Jamaica Plain, Mass.  
 RHODES, JAMES C. Brookline, Mass.  
 ROBBINS, NEIL S. Allston, Mass.  
 ROBBINS, WILLARD L. Boston, Mass.  
 ROBERTS, FELIX Beachmont, Mass.  
 ROBERTS, RALPH R. Rockland, Mass.  
 ROSENBLUM, JOSEPH Dorchester, Mass.  
 ROSENFARB, M. Malden, Mass.  
 ROSENTHAL, MANUEL G. Dorchester, Mass.
- ROURKE, LEO F. Wellesley Lower Falls, Mass.  
 ROYO, FERNANDO Boston, Mass.  
 RUBIN, S. Revere, Mass.  
 RUPPERT, WILLIAM So. Boston, Mass.  
 SACHER, L. A. Dorchester, Mass.  
 SALEMME, RAYMOND F. Wrentham, Mass.  
 SANFORD, VERNON E. Greenwood, Mass.  
 SANTORO, ANTONIO Watertown, Mass.  
 SCHAEFER, F. J. Quincy, Mass.  
 SCHRAMM, J. F. Roslindale, Mass.  
 SEABROOK, GEORGE F. Somerville, Mass.  
 SEIFERT, EDWARD E. Dorchester, Mass.  
 SELLER, JOHN O. Wollaston, Mass.

SHAPIRO, LOUIS	Boston, Mass.	THOMPSON, ROBERT O.	Dorchester, Mass.
SHAW, A. B.	Westboro, Mass.	TILTON, WENDELL	Methuen, Mass.
SHAY, EDWARD W., JR.		TIRRELL, STANLEY F.	Quincy, Mass.
	Jamaica Plain, Mass.	TOBIN, ELWIN M.	Lynn, Mass.
SHEEHAN, JAMES J.	Brockton, Mass.	TODESCA, H. A.	Roslindale, Mass.
SHEEHAN, THOMAS	Brockton, Mass.	TOWLE, J. E.	Dorchester, Mass.
SHELVEY, LAWRENCE A.	Cambridge, Mass.	TUCKER, ELIAS	Brighton, Mass.
SHERIDAN, EDWIN H.	Malden, Mass.	TURNBULL, A. W.	Boston, Mass.
SHIELDS, RALPH J.	Boston, Mass.	TURNER, ANDREW G.	Dorchester, Mass.
SILVEIRA, JOHN E.	Somerville, Mass.	VACCAREST, G. P.	Arlington, Mass.
SMELLIE, WILLIAM G.	Cambridge, Mass.	VELASQUEZ, P.	Boston, Mass.
SMITH, FRANCIS A.	Jamaica Plain, Mass.	VERROCCHI, S. W.	Dorchester, Mass.
SMITH, JOHN J.	Cambridge, Mass.	VOSBURGH, HOWARD L.	
SMITH, NORMAN P.	Newburyport, Mass.		Newtonville, Mass.
SMITH, V. J.	South Boston, Mass.	WATKINS, GEORGE L.	Framingham, Mass.
SMITH, WALTER L.	Lynn, Mass.	WATTS, WILLIAM F.	West Roxbury, Mass.
STEELE, JOHN B., JR.	Brookline, Mass.	WEIDEMAN, CLARENCE L.	
STEPTOE, ARTHUR WM.	Boston, Mass.		Cliftondale, Mass.
STEVENS, J.	Dedham, Mass.	WEINER, LOUIS	Cambridge, Mass.
STOCKMAN, T. M.	So. Boston, Mass.	WEISS, MURRAY	Dorchester, Mass.
STODDARD, O. ELWIN	Everett, Mass.	WHITE, GEORGE D.	Marlboro, Mass.
STONE, BERNARD W.	Holliston, Mass.	WHITE, JAMES R.	
STONE, FRITHJOF S.	Everett, Mass.		Melrose Highlands, Mass.
STONE, PERCIVAL K.	Framingham, Mass.	WHITMAN, HARRY H.	Halifax, Mass.
STRASSELL, LEO	Cambridge, Mass.	WIDGER, WILLIAM K.	E. Lynn, Mass.
STROUD, WILLIAM K.	Somerville, Mass.	WINSOR, G. A.	Belmont, Mass.
SULLIVAN, JAMES H., JR.		WOOD, GEORGE S.	South Boston, Mass.
	Watertown, Mass.	WOOD, MATTHEW W.	Brighton, Mass.
SULLIVAN, JOSEPH J.	Alrlington, Mass.	YAFFEE, M.	Dorchester, Mass.
SURETTE, J. EDWARD	Wakefield, Mass.	YARROW, ALPHONSE G.	Mattapan, Mass.
SWANSON, O. W.	Watertown, Mass.	ZAFFUTO, ANGELO	Newton, Mass.
TAVANO, PHILIP	Revere, Mass.	ZNOTIN, TELESFOR	So. Boston, Mass.
TAYLOR, GILBERT	Medford, Mass.		

# The Northeastern University System

## Statistical Summary

### 1929-1930

	Administrative Officers and Faculties	Students
I. General Administration	6	
II. Northeastern University		
School of Engineering	75	1,681
School of Business Administration		430
School of Law	68*	1,404*
School of Commerce and Finance	97*	1,233*
III. The Lincoln Schools		
Lincoln Institute	31	439
Lincoln Preparatory School	30	736
IV. Huntington School	27	363
Total	334	6,286
Less Duplicates	54	123
Net Total	280	6,163

\* These figures include the administrative officers, faculties and students of the Divisions of the University in Worcester, Springfield and Providence.

## GIFTS AND BEQUESTS

Northeastern University will welcome gifts and bequests for the following purposes:

- (a) For the completion of its Building Program.
- (b) For general endowment.
- (c) For specific purposes which may especially appeal to the donor.

While it is not necessary, it would be appreciated if those contemplating gifts or bequests would confer with the President of the University regarding the University's needs before legal papers are drawn.

Funds given to the University should be left in the following manner:

"I give and bequeath to Northeastern University of the Boston Young Men's Christian Association, an educational institution incorporated under the laws of Massachusetts and located in Boston, Massachusetts, the sum of.....dollars (\$.....).



# NORTHEASTERN UNIVERSITY

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## DAY SCHOOLS

### SCHOOL OF ENGINEERING

*Conducted in Boston Only*

Curricula in Civil, Mechanical, Electrical, Chemical and Industrial Engineering, leading to the degree of Bachelor of Science. Conducted in co-operation with engineering firms. Students earn while they learn.

### SCHOOL OF BUSINESS ADMINISTRATION

*Conducted in Boston Only*

Curricula in Accounting, Banking and Finance and Business Management leading to the degree of Bachelor of Science. Conducted on the Co-operative Plan. Students earn while they learn.

---

## EVENING SCHOOLS

### SCHOOL OF LAW

*Conducted in Boston: Divisions in Worcester and Springfield*

Curriculum leading to the degree of Bachelor of Laws. Preparation for bar examinations and practice. Case method of instruction. Co-educational.

### SCHOOL OF BUSINESS

*Conducted in Boston: Divisions in Worcester, Springfield and Providence*

Curricula in Accounting, Business Administration and Applied Science, leading to the degrees of Bachelor of Business Administration and Bachelor of Commercial Science. Graduate program leading to the degree of Master of Business Administration. Co-educational except in Providence.

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## LINCOLN SCHOOLS

*Evening Schools Conducted by Northeastern University in Boston Only*

### LINCOLN INSTITUTE

Curricula leading to a diploma in the fields of Civil, Electrical, Mechanical and Structural Engineering.

### LINCOLN SCHOOL OF LIBERAL ARTS

A four-year curriculum leading to the degree of Associate in Arts (A.A.) Students may register for the degree program or for individual subjects of a cultural nature. Co-educational.

### LINCOLN PREPARATORY SCHOOL

Courses in high school subjects leading to a diploma. Students may enter in September, January, or May. Prepares for admission to all colleges. The School has college entrance certificating privilege. Co-educational.

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For further information regarding any of the above schools, address

**NORTHEASTERN UNIVERSITY**

**316 Huntington Avenue**

**Boston, Mass.**

**Tel. Ken. 5800**

# LINCOLN SCHOOL *of* LIBERAL ARTS



EVENING SESSIONS

Prospectus for  
The Year 1931-32

## Adults Can Learn

Perhaps the most outstanding recent discovery in the field of education is that learning ability does not stop with maturity, with the result that there has been an increased interest in education on the part of those of more advanced years. The results of these discoveries are to be found in "Adult Learning" by Dr. E. L. Thorndike, from which the following extracts are taken.

"If an adult class were to be divided into two sections, one expected to make rapid progress and the other slow progress, age would be practically worthless as a basis for the division."

"The provision of opportunities whereby adults can learn those things which they are able to learn and which it is for the common good that they should learn is a safe philanthropy and a productive investment for the United States."

"Adult education suffers no mystical handicap because of the age of the students."

"Comparing youth and middle age I find that there is hardly a subject in our curriculum that the average mature mind will not grasp with equal ease and superior understanding. Take two men of equal intelligence, one of 45 and one of 20, both in good health and with good habits, both free from hampering worries, and turn them loose on a new subject in which they are both interested. One finds immediately that the man of age and experience has all the advantage."

With these facts in mind mature students should not hesitate about undertaking to learn anything which they really feel desirable or worth-while.

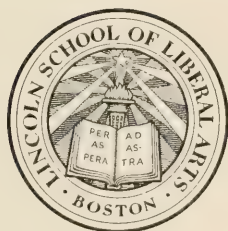
**Communications should be addressed to**

JAMES WALLACE LEES, *Dean*  
Lincoln School of Liberal Arts  
Boston Y.M.C.A.

312 Huntington Avenue, Boston, Mass.  
Telephone Kenmore 5800

# LINCOLN SCHOOL *of* LIBERAL ARTS

EVENING SESSIONS  
1931-1932



DEGREE OF ASSOCIATE IN ARTS AWARDED

EFFICIENT METHODS OF INSTRUCTION  
EXPERIENCED AND HIGHLY-TRAINED FACULTY

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THE LINCOLN SCHOOLS ARE CONDUCTED BY NORTHEASTERN UNIVERSITY OF THE  
BOSTON YOUNG MEN'S CHRISTIAN ASSOCIATION





## Calendar

1931

September 14-26	Registration period.
September 28	Opening of School.
October 12	Legal Holiday. No classes.
November 11	Legal Holiday. No classes.
November 23	Second payment of tuition fees due.
November 25	Beginning of Thanksgiving Recess.
November 30	First class sessions after Thanksgiving Recess.
December 21	Beginning of Christmas Recess.

1932

January 4	First class sessions after Christmas Recess.
January 25-29	Mid-year examinations.
February 1	Third payment of tuition fees due.
February 22	Legal Holiday. No classes.
March 28	Final payment of tuition fees due.
April 19	Legal Holiday. No classes.
May 23-27	Final Examinations.

## Office Hours

Week days, except Saturdays	9 A.M. till 9 P.M.
Saturday	9 A.M. till 1 P.M.

JULY 1 TILL AUGUST 15

Week days, except Saturday	9 A.M. till 4 P.M.
Saturday	9 A.M. till 12 M.

During this period on Tuesday and Friday evenings the office is open in addition from 6 to 9 P.M. On other evenings during this period the General Offices of the University on this same floor deal with all school business.

## Interviews

Prospective students, or those desiring advice or guidance with regard to any part of the school work or curricula, are offered personal interviews with the Dean or his assistants. No enquirer should hesitate to ask for an appointment, as in the long run, time is saved during the school year by having the whole educational problem discussed before the opening of the school.

# Northeastern University and the Lincoln School of Liberal Arts

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# Northeastern University and the Lincoln School of Liberal Arts

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EBEN OSWELL SMITH, B.E.E., *Registrar of the Evening Division*

J. KENNETH STEVENSON, *Bursar of the University*

MYRA EDNA WHITE, *Librarian*

## Faculty

*(To be announced later)*

## Value of a Cultural Education

While personal pride, social prestige, and the vague hope for some form of financial return are frequently some of the reasons for many students' aspiring to complete a college education, fundamentally the majority of men and women who continue from high school to college do so because of the basic and intrinsic values to be found in college study itself.

A cultural education furnishes for the individual two distinct benefits:

- (a) an enriched personal life;  
This is due to the background of information obtained, the acquired ability to approach the solution of problems, and the discipline of reasoning necessary to solve these problems.
- (b) a marked social development;  
This enables the individual to have a sense of real values and to adjust himself satisfactorily in his social contacts, whether in the home or in any civic grouping.

An incidental resultant of these two benefits is the increased vocational success which comes as a reward to an enriched personality and a socially efficient individual. Hence we may say that cultural education, as well as technical education, has a personal value, a social value, and a cash value.

One may summarize as follows the various things that a Liberal education will do for us:

- (1) It broadens our interests and sympathies, regardless of our daily occupation.
- (2) It encourages independent thinking, so that judgments are based on reason, not on any whim or fancy.
- (3) It dispels prejudice by increasing knowledge.
- (4) It furnishes an inner satisfaction which the material things of life frequently do not provide.
- (5) It makes us socially efficient citizens, ready to recognize our responsibilities and willing to meet them.

## The Junior College

Since fewer than 40% of high school graduates ultimately proceed to colleges and universities, a new type of educational institution has sprung into existence during the past decade to offer some form of education to those who cannot pursue a complete senior college course. This institution is a Junior College which is intended to offer a broad, general cultural education, intended to be of distinct value to the individual as a member of society. While originally Junior Colleges attempted to offer the regular work of the first two years of a standard Liberal Arts College, the trend during recent years is away from such work and from definite preprofessional training to a comprehensive, humanized type of education serving the needs of all types of students.



There is an especial need for employed men and women, surrounded as they are by the complexities of modern industry, to ensure for themselves a well-rounded training. A machine age is dangerous to the personality. One is in grave danger of having his life bounded by the mechanical processes going on around him, with the result that life becomes artificial, pleasures are pursued as a relief rather than for their recreative values. However, the man with liberal training is not carried away against his better judgment. Hence the increased need for a liberal education in the case of employed men and women who have not pursued their studies beyond high school.

## Evening Junior Colleges

Since many of those students who graduate from high school and who do not enter a day college are denied a general cultural education for financial or similar reasons, there is an increased need for the establishment of evening junior colleges throughout the country. Certain cities, appreciating the fact that there is an increased need for this general type of education, have established evening junior colleges and made available to adults of all ages the liberal educational facilities formerly offered to only those of college age.

Evening junior colleges offer courses of a purely cultural nature embracing non-technical work in sciences and in social studies, courses in composition and literature, economics, and sociology, which form the bases of a new type of Liberal Arts education more distinctive of modern culture and civilization than any purely professional, organized subject matter can ever hope to be.

## Establishment of the Lincoln School of Liberal Arts

Northeastern University founded the Lincoln School of Liberal Arts to make available to the residents of Metropolitan Boston the opportunity of obtaining at convenient evening hours a general cultural education, leading, if desired, to the Degree of Associate in Arts (A.A.). The courses are designedly offered in the evening, since the Officers of Administration have every desire to make these courses available to those who might otherwise have been denied a liberal education because of their inability to attend a day college of Liberal Arts. Furthermore it is their belief that those who have not obtained a liberal education and are now employed during the day require such courses as are offered to enable them to live an enriched life.

## Lincoln School of Liberal Arts

The aim of the Lincoln School of Liberal Arts is to develop cultured individuals who are well adapted to live socially with their fellows. This aim might well be summed up in the words "The Art of Living". As a person faces life two factors need to be considered:

- (1) his own personality, intellectual, physical and emotional;
- (2) his environment. This environment is physical, biological, social and spiritual. The individual needs, therefore, not only to develop personally but to adjust himself to this complex environment.

A socially efficient person should achieve the following values:

**(1) Appreciative values**

- (a) Spiritual values
- (b) Esthetic values as manifested in Art, Literature, and Nature
- (c) Character values as manifested in the usual virtues commonly associated with character

**(2) Intellectual values**

**(3) Social values**

- (a) In relation to his family
- (b) In fellowship groupings
- (c) In civic groupings

**(4) Economic values.** These would include:

- (a) Proper vocational adjustment
- (b) Proper conservation and use of resources.

**(5) Recreational values** as manifested in hobbies, amusements, and plays

**(6) The values of sound health.**

The courses which the Lincoln School of Liberal Arts offers and the methods which it will employ seek to achieve the fundamental development of personality which is outlined above. It therefore offers to those who cannot attend a day school of liberal arts a well rounded and systematic training, so basic both to worth-while living and to success in one's vocation.

## The Standards of the Lincoln School of Liberal Arts

The Officers of Administration of the School of Liberal Arts have no desire to make this merely another institution offering so-called Liberal education. The school is the outcome of a definite philosophy of education, a realization of the needs of the community, and an attempt to meet those needs. Consequently, the following standards will be maintained:

1. **Course Content.** While the courses offered for the most part bear the traditional title of courses offered in similar institutions, the content of each course will be a distinct departure from the work traditionally offered. The material to be covered and the collateral reading to be assigned will deal with those phases of each subject which will make the course of maximum benefit to the individual.
2. **Faculty.** The Officers of Administration of the School of Liberal Arts have regularly taken the attitude that for an institution to function satisfactorily the faculty must consist of men of the highest rank. Not only are they to be experienced in teaching the subjects which they profess, but they are to be in addition sound and thorough scholars imbued with the philosophy underlying the inception of this institution. Furthermore, they are selected for their ability to aid students, influencing them in their ideals and standards of conduct, not by the mere repetition of professorial utterances but by creating in the student an analytical mind which aids him in the solution of his own problems.
3. **Student accomplishment.** A high standard of accomplishment will be expected of all students. The mere memorizing of facts and the periodical repetition of subject matter are not of themselves regarded as satisfactory accomplishment on the part of our students. The school concerns itself with students' attitudes and with their approach to the various problems with which they are likely to be faced, not only in the course of the school year but subsequent to graduation. Accordingly, all efforts will be directed to the ultimate aim of the school, which is to create socially efficient citizens.
4. **Program.** The program is devised for employed men and women who are occupied at their various tasks during the day and who must find time for both classroom work and study in the evenings. For this reason all the standards and policies of the school, together with its curriculum, have been studied in relation to the needs of students who are employed during the day.

## Requirements for Admission and Registration

The Lincoln School of Liberal Arts bases its admission requirements on the student's ability to pursue satisfactorily the courses applied for. Students are classified as follows:

### A. Regular Students.

- (a) All students who have graduated from approved secondary schools or who have completed fifteen units of secondary school work, or the equivalent, may be admitted as regular students, candidates for the degree.
- (b) Students over twenty-one who have not graduated from high school or who have not completed the equivalent of fifteen units of secondary school work, or the equivalent, may be classified as regular students upon the satisfactory passing of an aptitude test which does not require preliminary preparation and upon the completion of fifteen semester hours of work with a satisfactory grade.

### B. Unclassified students.

- (a) A certain number of students over twenty-one years of age may be admitted according to their general fitness to pursue the work of the courses applied for. These students will not be considered as candidates for the degree but as individuals pursuing programs which may prove of benefit to them.
- (b) The school discourages the admission of conditioned students who could become regular students by pursuing a few additional units of high school work. These are directed to the Lincoln Preparatory School or some other school of similar grade.

## Late Registration

Students should avoid late registration. It is of fundamental importance that they be present at the first class sessions if they are to be successful in their studies for the year. Those who find it necessary to register late may be permitted to enter the school provided that they have not lost so much work as to render it unlikely that they will succeed in their courses.

## Tuition and Other Charges

### Matriculation Fee.

A Matriculation Fee of \$5 is payable by each student on his initial entrance to the school. This fee is not returnable.

### Tuition Fees.

The tuition charge for a student who is carrying a full program is \$90 a year, along with the customary laboratory charges in those courses that involve laboratory work. The fees are payable in four installments as follows: \$25 on entering the school, \$25 on the Monday of the ninth school week, \$20 on the opening of the second semester, and \$20 on the Monday of the twenty-fourth school week. The exact dates of payments are listed in the calendar.

In cases where students are not carrying a full program, the tuition fees are at the rate of \$5 per semester hour. This rate is equivalent to \$30 for a full course and \$15 for a half course. In these cases, payments are made as follows: (a) if the total charges are \$60 or more, two-fifths will be paid on the first payment date and one-fifth on each of the other dates; (b) if the total charges are less than \$60, two-fifths will be paid on the first two payments dates and one-fifth on the third payment date.

To accommodate students who would of necessity be denied formal education if required to make the tuition payments in full on the dates specified above, a deferred payment privilege is available, particulars of which are given on page 13. No deduction from tuition fees is made because of late enrollment.

### Laboratory Fees.

All students taking courses which require laboratory work are charged laboratory fees in accordance with the following rates:

Biology Laboratory	. . . . .	\$10
Chemistry Laboratory	. . . . .	10
Physics Laboratory	. . . . .	10

### Special Examination Fees.

The fee for special examination for advanced standing, for conditioned students, or for students who have for justifiable cause omitted to take the regularly scheduled examinations is \$3. For a special examination irregularly scheduled the examination fee is \$5. In those cases where students have omitted to take a quiz with justifiable cause, an examination fee of \$1 will be charged for the make-up quiz. In each case the fee must be paid before the examination is taken.



**Diploma Fee.**

On completing the curricular requirements for a degree the student is expected to pay the diploma fee of \$10. This fee must be paid by May 15th in the year of the student's graduation.

**Charges for Damages.**

Students who damage apparatus in the laboratories or who wilfully destroy school property will be responsible for the replacement of such damaged articles or for the cost of replacement where this is undertaken by the school.

**Charges for Partial Attendance.**

In the event that a student withdraws from school or abandons a part of his program, he is charged on a pro rata basis for the weeks he has attended at a rate of 4% of the cost of a full course for each week of attendance and at the rate of 8% of the cost of a half course for each week of attendance.

## Deferred Payment Agreements

The deferred payment plan requires that the student shall sign an agreement to pay a charge of \$2 *at the time that the agreement is made*, for each such agreement. This charge partly covers the cost of additional record-keeping occasioned by offering deferred payment privileges. This agreement entitles the student to the privilege of deferring his payment in accordance with the plan determined by consultation between him and an officer of the school. It is intended that such privileges should be granted only to needy students, and only then when it is felt that such privileges are merited.

*In the event that a student does not abide by the terms of his deferred payment agreement, the agreement is automatically cancelled, and the balance of the tuition fees immediately becomes due.*

*If the Committee of Administration decides to grant a student the opportunity to make another deferred payment agreement, an additional charge of \$2 is made for the new agreement.*

## Withdrawals and Refunds

Students who are forced to withdraw from a course or from the school are expected to notify the school office by completing the withdrawal blank which will be furnished.

Since the school assumes the obligation of carrying the student throughout the year for which he registers, and since the instruction and accommodation are provided on a yearly basis, the Executive Council of the University has ruled as follows:

- A. Applications for refunds must be presented within forty-five days after withdrawal from school.
- B. Refunds in the case of complete withdrawal from school will be granted by the Committee on Withdrawals for reasons which they deem adequate. Among the reasons deemed adequate are the following:
  - (a) Personal illness.
  - (b) Change of employment by direction of employer whether in the schedule of time or in place of employment.
  - (c) The situation where the student becomes the sole or partial support of the family so as to make it impossible for him to continue his studies.
  - (d) Loss of position.
  - (e) Change of residence.
  - (f) A voluntary change of employment, the hours or the residence being such that he is unable to continue attendance.

In all the above cases it is expected that substantiating documentary evidence will be produced by the student.

## Requirements for Graduation

Students may register for single subjects or for the complete degree program, provided such registration meets with the approval of the Dean; but to receive the Degree of Associate of Arts, the student must fulfill the following conditions:

- (a) He must have completed a total of 60 semester hours of study.
- (b) Of these 60 hours, 30 must have been completed in the Lincoln School of Liberal Arts, regardless of the advanced standing credit a student may have received.
- (c) He must have included in his program the following required courses, and have pursued in addition sufficient elective courses to make up the total of 60 semester hours.

### REQUIRED COURSES

	<i>Semester Hours</i>		<i>Semester Hours</i>
College Composition	6	Philosophy	6
Survey of English Literature	6	History (American)	6
Economics	6	Science	6

### ELECTIVE COURSES

	<i>Semester Hours</i>		<i>Semester Hours</i>
College Algebra	3	Latin, Advanced	6
American and European Government	6	Literature, American (Survey Course)	6
Analytical Geometry	3	Modern European History	6
Biology	6	Physics	6
Calculus	3	Psychology, Elementary	6
Chemistry	6	Psychology, Applied	6
French, Elementary	6	Sociology, Introduction to	6
French, Advanced	6	Trigonometry	3
Latin, Elementary	6		

- (d) He must have completed all the courses of his particular curriculum, either by attendance at this school, or by receiving advanced standing credit for those courses or for the equivalent of those courses as determined by the Dean.
- (e) He must pass such final examinations as are required in the courses he has pursued. The courses have been arranged so that they may be completed in four years. However, an extension of time will be granted to those who wish to take longer to meet the requirements for graduation.

## Subjects of Instruction

Instruction is given by means of lectures, recitations, and laboratory work. Great value is set upon the educational effect of these exercises, which constitute the foundation of each of the courses. Oral and written examinations are held at the discretion of the instructors.

In the following pages will be found a detailed statement of the scope of the subjects offered in the various courses.

Required courses, and those prerequisite thereto, must have been successfully pursued before any advanced course may be taken. The student must have become proficient in all the elementary subjects before undertaking advanced work.

By careful consideration of the courses offered, in connection with the following description of subjects, the applicant for a special course may select, for the earlier part of that course, such subjects as will enable him to pursue later those more advanced subjects which he may particularly desire.

The topics included in the list which follows are subject to change at any time by action of the school authorities.

## Alphabetical List of Courses

Course	Semester Hours	Hours per Year	Cost
1. Algebra, College.....	3	48	\$15
2. Biology.....	6	96	30
3. Calculus.....	3	48	15
4. Chemistry.....	6	96	30
5. College Composition.....	6	96	30
6. Economics, Introduction to.....	6	96	30
7. French, Elementary.....	6	96	30
8. French, Advanced.....	6	96	30
9. Geometry, Analytical.....	3	48	15
10. Government, American and European.....	6	96	30
11. History, American.....	6	96	30
12. History, Modern European.....	6	96	30
13. Latin, Elementary.....	6	96	30
14. Latin, Advanced.....	6	96	30
15. Literature, American (Survey Course).....	6	96	30
16. Literature, English (Survey Course)	6	96	30
17. Philosophy.....	6	96	30
18. Physics.....	6	96	30
19. Psychology, Elementary.....	6	96	30
20. Psychology, Applied.....	6	96	30
21. Sociology, Introduction to.....	6	96	30
22. Trigonometry.....	3	48	15

Courses will be offered in any other Liberal Arts subject, provided a sufficient number of students register.

## Student Programs

Each course will meet twice a week for an hour and a half.

All sessions will be held between 6.45 and 9.20.

Students may carry three full courses in the course of the school year of thirty-two weeks.

The following is the distribution of required courses in each year:

*First Year*  
College Composition  
Economics  
Elective

*Second Year*  
Survey of English Literature  
Philosophy  
Elective

*Third Year*  
Science  
Elective  
Elective

*Fourth Year*  
American History  
Elective  
Elective

Modification of this order is possible only with the permission of the Dean.

## Advanced Standing

Students may obtain advanced standing credit for certain courses at the discretion of the Dean on the presentation of certified transcript of record from an accredited college, but advanced standing credit will be given only in those cases where the general course content is similar to the course content of the courses offered in the Lincoln School of Liberal Arts.



## Description of Courses

**College Algebra:** Tuesday from 6.45 to 8 P.M., Thursday from 6.45 to 8 P.M., beginning September 29. Half course. Credit, 3 semester hours. Fee \$15. Prerequisite study: one year and one-half of Algebra.

This course treats of functions and their graphs, the theory of equations, inequalities, complex numbers, permutations, combinations and probability, determinants, logarithms, partial fractions, infinite series.

**Biology:** Monday from 6.45 to 8.00 P.M., Wednesday from 6.45 to 8.00 P.M., beginning September 28. Full course. Credit, 6 semester hours. Fee \$30.00, plus \$10.00 Laboratory Fee.

A general survey course consisting of lectures, demonstrations, discussions, and recitations, covering the following topics: the nature and origin of life, significance of bacteria, the evolution of the plant kingdom, the evolution of lower and higher animals including man, the evidences and causal factors of organic evolution, experimental evolution, eugenics, interaction of plants and animals with their environment. The physiological and dynamic aspects of life.

**Calculus:** Monday from 6.45 to 8.00 P.M., Wednesday from 6.45 to 8.00 P.M., beginning February 2. Half course. Credit, 3 semester hours. Fee \$15.00.

Instruction is given by lectures and recitations in the following subjects: rate of change, differentiation, maximum and minimum, integration, definite integrals, with application to the determination of mean value, area, volume, center of gravity, and moment of inertia. Problems are assigned to illustrate the use of all formulas studied in class.

**Chemistry:** Wednesday from 8.05 to 9.20 P.M., Friday from 6.45 to 8.00 P.M., beginning September 30. Full course. Credit, 6 semester hours. Fee \$30.00 plus \$10.00 Laboratory Fee. Prerequisite, one year of high school chemistry.

The fundamental laws of chemistry, non-metallic and metallic elements, methods of preparation, properties, compounds and uses, also problems.

**College Composition:** Monday from 6.45 to 8.00 P.M., Wednesday from 6.45 to 8.00 P.M., beginning September 28. Full course. Credit, 6 semester hours. Fee \$30.00.

This course includes instruction in the theory and practice of English Composition. The theory will be taught by means of lectures, textbooks, and class analysis of literary types. Practice

and the application of theory will be gained by the writing of the various forms of composition, which will be criticized and corrected by the instructor. The latter part of this course will aim to develop the creative ability of the student with respect to various literary types. Part of the course will be devoted to stereopticon lectures with views of the scenery of a number of novels to point out to students the literary skill by which authors have infused the atmosphere of place and country into their books. Personal conferences will be arranged when necessary.

**Economics:** Monday from 8.05 to 9.20 P.M., Friday from 8.05 to 9.20 P.M., beginning September 28. Full course. Credit, 6 semester hours. Fee \$30.00.

This course aims to present the fundamental principles of our modern industrial system. It is intended to make Economics of practical value in everyday life. The course will embrace the study of reform and improvement of our industrial system, taxation, tariff, international trade, transportation, capital and labor, public ownership, wages and profits, and other current problems.

**French, Elementary:** Monday from 6.45 to 8.00 P.M., Wednesday from 6.45 to 8.00 P.M., beginning September 28. Full course. Credit, 6 semester hours. Fee \$30.00.

Conversation, pronunciation, grammar, reading.

**French, Advanced:** Tuesday from 8.05 to 9.20 P.M., Friday from 8.05 to 9.20 P.M., beginning September 29. Full course. Credit, 6 semester hours. Fee \$30.00. Prerequisite, two years of high school French.

Reading, review grammar, composition, and conversation. Class will read about eight hundred pages from works such as Hugo, "Les Misérables", Bazin, "Les Oberlé", and Molière, "Le Bourgeois Gentilhomme".

**Analytical Geometry:** Monday from 6.45 to 8 P.M., Wednesday from 6.45 to 8 P.M., beginning September 28. Half course. Credit, 3 semester hours. Fee \$15.

In this course instruction is given by lectures and recitations in the following subjects: plotting of functions, interpolation, the straight line, the conic sections, curves represented by various equations of common occurrence in engineering, graphic solution of equations, determination of laws from the data of experiments, simplification of formulas. The plotting and analysis of charts in order to determine empirical formulas is an important part of the course.

**Government:** Wednesday from 6.45 to 8 P.M., Friday from 8.05 to 9.20 P.M., beginning September 30. Full course. Credit, 6 semester hours. Fee \$30.

This course examines the forms of our local and state governments and the Constitution of the United States, showing the relationship of the Executive, Legislative, and Judicial branches of our national government.

In the second semester attention is fixed on the study of international organization and a survey is made of the political systems of the more important countries, with special attention to the British Empire.

**American History:** Tuesday from 8.05 to 9.20 P.M., Thursday from 8.05 to 9.20 P.M., beginning September 29. Full course. Credit, 6 semester hours. Fee \$30.

A careful and comprehensive study is made in this course of United States History, including not only the earlier periods but also the events from the Civil War down to and including our own times. The following topics are dealt with: Western Democracy challenges the South; Civil War; Reconstruction; the Rise of Industrial and Financial Combinations; New Political Problems; the United States as a World Power.

**Modern European History:** Tuesday from 8.05 to 9.20 P.M., Thursday from 8.05 to 9.20 P.M., beginning September 29. Full course. Credit, 6 semester hours. Fee \$30.00.

This course embodies a brief study of Medieval Europe and a comprehensive study of Modern Europe, especially England.

**Latin, Elementary:** Monday from 8.05 to 9.30 P.M., Wednesday from 8.05 to 9.30 P.M., beginning September 28. Full course. Credit, 6 semester hours. Fee \$30.00.

Grammar, reading exercises, and translation. The Latin reading is not less than Caesar, Gallic War I to IV. This amount of reading is selected from Caesar (Gallic War and Civil War) and Nepos (Lives). Special attention is given to sight translation. Latin composition is studied throughout the course.

**Latin, Advanced:** Tuesday from 8.05 to 9.20 P.M., Friday from 8.05 to 9.20 P.M., beginning September 29. Full course. Credit, 6 semester hours. Fee \$30.00.

Composition, translation. Latin reading will embrace selections from the following: Cicero, In Catilinam, Pro Archia, Pro Lege Manilia, Pliny, Livy, Catullus, and Horace.

**Survey of American Literature:** Wednesday from 8.05 to 9.20 P.M., Friday from 6.45 to 8.00 P.M., beginning September 30. Full course. Credit, 6 semester hours. Fee \$30.00.

A general survey of the beginnings and development of American Literature, aiming to make clear the characteristics of the most important literary periods, the writers, and their works: a study of Franklin, Irving, Cooper, Hawthorne, Poe, Longfellow, Whittier, Lowell, and Emerson. In addition, some time will be devoted to the more recent writings of modern American authors.

**Survey of English Literature:** Wednesday from 8.05 to 9.20 P.M., Friday from 6.45 to 8.00 P.M., beginning September 30. Full course. Credit, 6 semester hours. Fee \$30.00.

A general survey of English literature aimed to make clear the characteristics of the more important literature periods, the writers and their works. A study is made of certain types of literature, such as the drama, the lyric, short story, etc.

**Philosophy:** Tuesday from 8.05 to 9.20 P.M., Wednesday from 6.45 to 8.00 P.M., beginning September 29. Full course. Credit, 6 semester hours. Fee \$30.00.

This course deals very briefly with the history of Philosophy and proceeds to a systematic study of the theory of morals, the problems of freedom, duty, motive, happiness. The relations of the individual to society are discussed, and the interpretations of the various schools of moral philosophy are considered; readings from various sources are carefully selected to stimulate constructive thinking.

**Physics:** Tuesday from 6.45 to 8.00 P.M., Thursday from 6.45 to 8.00 P.M., beginning September 29. Full course. Credit, 6 semester hours. Fee \$30.00, plus \$10.00 Laboratory Fee.

This course includes the study of the mechanics of solids, liquids, and gases, heat and its effects, and the principles of light, sound, and electricity. Practical problems covering each phase of the work are given throughout the year to fix in the student's mind the principles taken up in the lectures. The solution of practical problems in the problem period gives the student a more thorough understanding of the application of the principles discussed in the lectures.

**Psychology:** Wednesday from 8.05 to 9.20 P.M., Friday from 6.45 to 8.00 P.M., beginning September 30. Full course. Credit, 6 semester hours. Fee \$30.00

A treatment in outline of the principles and methods of general psychology. The concepts of consciousness and behavior will be

examined; then native and acquired reactions and reaction tendencies, and the part played by the nervous system as a whole in the integration of personality. Finally such topics as reasoning, imagination, and will will be treated as ways in which the individual utilizes his entire equipment, native and acquired, in meeting the exigencies of life.

**Applied Psychology:** Monday from 8.05 to 9.20 P.M., Wednesday 8.05 to 9.20 P.M., beginning September 28. Full course. Credit, 6 semester hours. Fee \$30.00.

This course will deal with individual differences and intelligence, emotional reaction, and social adjustment, as dependent upon age, race, and sex. The influence of heredity and environment in the production of individual differences will be discussed. Various types of personality will be studied and biographical material illustrating the types will be reviewed and discussed in an informal way.

**Introduction to Sociology:** Tuesday from 6.45 to 8.00 P.M., Friday from 6.45 to 8.00 P.M., beginning September 29. Full course. Credit, 6 semester hours. Fee \$30.00.

This course is designed to give the student an acquaintance with the Social Sciences, and a general survey of social theories and social problems; human nature, collective behavior, social conflict, social control, and social progress. Part of the course will be devoted to a study of the personal and social causes of poverty and the various methods of prevention, and in addition time will be devoted to the causes of crime and the remedies therefor. This course will bring out the scientific viewpoint towards the understanding and relief of social maladjustment.

**Trigonometry:** Tuesday from 8.05 to 9.20 P.M., Thursday from 8.05 to 9.20 P.M., beginning February 3. Half course. Credit, 3 semester hours. Fee \$15.00.

This course deals in detail with trigonometric functions, logarithms and their use and the solution of triangles.



## **Administrative Regulations**

### **Applications for Admission**

Applications for admission should be filed as early as possible in order that the necessary investigations may be made, and the status of each student definitely determined before the opening day. The matriculation fee of \$5 should accompany the application blank.

### **Registration**

Each student is required to present himself at the School Office, and to have his course approved by the Dean to complete his registration. A student is expected to pay the first tuition installment and other fees required before beginning attendance.

Late registration will be permitted only at the discretion of the Dean.

### **The School Year**

The school year is divided into two semesters of sixteen weeks each. The first semester extends from September 28 to January 29 and the second semester from February 1 to May 27.

### **Attendance Requirements**

A careful record of attendance upon class exercises is kept for each student. Absence from regularly scheduled classes on any subject will seriously affect the standing of the student. It may cause the removal of certain subjects from his schedule and the listing of these as "conditioned subjects". However, if reasonable excuse for absence be presented, the student may be allowed to make up the time lost, and be given credit for the work; but he must complete the work at such time and in such manner as his instructor in the course shall designate.

An attendance record of 75% must be maintained in all classes before a student will be admitted to examination.

### **Examinations and Quizzes**

Examinations and quizzes are held throughout the term at the discretion of the instructors. Final examinations are required upon the completion of all courses. The following system of grading is used:

- A — 90 to 100 — Excellent
- B — 80 " 89 — Good
- C — 70 " 79 — Fair
- F — 50 " 69 — Conditioned Failure
- FF — Below 50 — Complete Failure

A student marked "F" may receive one special examination. If he fails in that, he must repeat the course. A student marked "FF" must repeat the course to obtain credit.

Grades and reports are mailed to the students and will not be given out at the School Office. Under no circumstances will grades be given over the telephone.

Quizzes are to be made up at the discretion of the instructor.

### **Transfers**

No students are permitted to change from one course to another without first consulting the Dean and receiving a Transfer Order signed by him.

### **Reports of Standing**

An informal report of the student's standing is issued at the end of the first term; and the formal report, covering the year's record, is issued at the close of each year.

In the case of students who are under twenty-one years of age, reports may be sent to parents in the event of unsatisfactory work on the part of the student, non-compliance with administrative regulations, continued absence, and withdrawal. Parents may obtain reports at any time on request.

### **Students Admitted with Advanced Standing**

Students who, upon admission, were granted provisional advanced standing, but have not presented evidence of their eligibility to such advanced standing, shall not be granted the degree of the school.

### **Elective Subjects**

Students electing any course not included in their curriculum will be required to take all examinations in that course, and to attain a passing grade in it before they will be eligible for the degree.

### **Honor System**

The School will award the degree with honor and high honor to those students who have completed outstanding work during the period of their attendance. The degree with high honor will be awarded to all those who have completed the program of courses with an average of 90% or more. The degree with honor will be awarded to those who have completed the program of courses with an average of from 85% to 89% inclusive.

## **General Information**

### **Equipment for Physical Training**

The Boston Y.M.C.A. in whose building the Lincoln School of Liberal Arts is housed has exceptional facilities for all-round physical training. The gymnasium with its 12-lap running track, three basket ball courts, wrestling, boxing, fencing and special exercise rooms, handball courts and bowling alleys, is one of the most complete in New England. The natatorium is one of the best in the country. It is in a separate building, having a glass roof, admitting abundant sunlight, and has a continuous supply of filtered salt water. The tank is 75 feet long and 25 feet wide. Adjoining the building is a large field equipped for athletics. Here are four tennis courts, outdoor gymnasium, basketball court, jumping pits, and a track with a 100-yard straight-away. Students of the Lincoln School of Liberal Arts receive special rates.

### **Library**

A large and well-equipped library is available for the use of students. The reading rooms are open from 9 a.m. to 10.30 p.m. on week-days, and from 9 a.m. to 10 p.m. on Saturdays. Students have also the privilege of securing books from the Boston Public Library and its branches. To obtain this privilege application should be made to the Dean, who will furnish the applicant with the necessary blanks.

### **Religious Activities**

The Lincoln School of Liberal Arts is conducted by the North-eastern University of the Young Men's Christian Association, and, though non-sectarian, is thoroughly Christian in character. Students are cordially welcomed and urged to participate in all the activities of the Y. M. C. A. It is hoped that they will feel free to do so to the largest possible extent. In connection with the various departments of the Association an ample social and religious program is provided, so that all men should be able to find that type of activity in which they are most interested. However, a student should not hesitate about entering the School because of religious faith, no attempt being made to influence one to participate in any activities which are contrary to the tenets of his particular religion.

## Bookstore

The University bookstore is situated on the second floor, and is maintained by the University for the benefit and convenience of students. Books and materials are sold at the lowest possible rates.

## Visitors

Visitors are always welcome at one class session in any department. Those who wish to visit any of the classes should call at the school office and obtain a visitor's card signed by the Dean.

*Notify the Office Immediately*

- (a) Of any change of address;
- (b) Of withdrawal from any course—otherwise the fee for that course will be charged;
- (c) Of withdrawal from the school—giving the date of the last lecture attended.

## Interviews and Educational Guidance

Prospective students or those desiring advice or guidance with regard to any part of the school work or courses, or who wish assistance in the solution of their educational problems, should note the fact that interviews are available without obligation, and that the officers of the school will do their utmost to see that a program is designed which is the most satisfactory for the individual student. In certain cases, other institutions may be recommended which suit the student's needs better. Furthermore it is important that those with educational problems to solve should realize the necessity for care in approaching educational work so that the program selected will be on the best educational basis.

## The Location of the School

The Lincoln School of Liberal Arts is particularly fortunate in being housed in the building of the Boston Young Men's Christian Association, at 312 Huntington Avenue. In addition, it utilizes certain areas in the new Huntington Building next to Symphony Hall, and in the Laboratory Building of the University, which is situated in the rear of the main Young Men's Christian Association Building.

Situated in the Back Bay educational centre of Boston, within sight of the Opera House, the Symphony Hall, the Art Museum and other cultural and educational institutions, Northeastern University is easily reached from the North and South Stations, and also from the various points of the Boston Elevated system.

To reach the School from Park Street take the Huntington Avenue car and detrain at the Boston Y.M.C.A. building. To reach the School from Dudley Street, detrain at the junction of Massachusetts and Huntington Avenues and walk west 200 yards to the Boston Y.M.C.A. building.

The following are the official running times given by the Boston Elevated Railroad Company to reach the University from points on the system. This makes no allowance for time used in transfer from one car or train to another:

Sullivan Square . . . . .	24 minutes
Lechmere Square . . . . .	22 "
Brighton Square . . . . .	22 "
Harvard Square . . . . .	20 "
North Station . . . . .	17 "
Forest Hills . . . . .	15 "
South Station . . . . .	14 "
Park Street . . . . .	12 "
Brookline Village . . . . .	10 "
Dudley Street . . . . .	9 "
Northampton Street . . . . .	5 "





## Gifts and Bequests

Northeastern University will welcome gifts and bequests for the following purposes:

- (a) For the completion of its Building Program.
- (b) For general endowment.
- (c) For specific purposes which may especially appeal to the donor.

While it is not necessary, it would be appreciated if those contemplating gifts or bequests would confer with the President of the University regarding the University's needs before legal papers are drawn.

Funds given to the University should be left in the following manner:

"I give and bequeath to Northeastern University of the Boston Young Men's Christian Association, an educational institution incorporated under the laws of Massachusetts and located in Boston, Massachusetts, the sum of..... dollars (\$ .....)."

# NORTHEASTERN UNIVERSITY

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## DAY SCHOOLS

### SCHOOL OF ENGINEERING

*Conducted in Boston Only*

Curricula in Civil, Mechanical, Electrical, Chemical and Industrial Engineering, leading to the degree of Bachelor of Science. Conducted in co-operation with engineering firms. Students earn while they learn.

### SCHOOL OF BUSINESS ADMINISTRATION

*Conducted in Boston Only*

Curricula in Accounting, Banking and Finance and Business Management leading to the degree of Bachelor of Science. Conducted on the Co-operative Plan. Students earn while they learn.

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## EVENING SCHOOLS

### SCHOOL OF LAW

*Conducted in Boston: Divisions in Worcester and Springfield*

Curriculum leading to the degree of Bachelor of Laws. Preparation for bar examinations and practice. Case method of instruction. Co-educational.

### SCHOOL OF BUSINESS

*Conducted in Boston: Divisions in Worcester, Springfield and Providence*

Curricula in Accounting, Business Administration and Applied Science, leading to the degrees of Bachelor of Business Administration and Bachelor of Commercial Science. Graduate program leading to the degree of Master of Business Administration. Co-educational except in Providence.

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## LINCOLN SCHOOLS

*Evening Schools Conducted by Northeastern University in Boston Only*

### LINCOLN INSTITUTE

Curricula leading to a diploma in the fields of Civil, Electrical, Mechanical and Structural Engineering.

### LINCOLN SCHOOL OF LIBERAL ARTS

A four-year curriculum leading to the Degree of Associate in Arts (A.A.). Students may register for the degree program or for individual subjects of a cultural nature. Co-educational.

### LINCOLN PREPARATORY SCHOOL

Courses in high school subjects leading to a diploma. Students may enter in September, January, or May. Prepares for admission to all colleges. The School has college entrance certifying privilege. Co-educational.

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For further information regarding any of the above schools, address

**NORTHEASTERN UNIVERSITY**

316 Huntington Avenue

Boston, Mass.

Tel. Ken. 5800

# LINCOLN PREPARATORY SCHOOL

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CO-EDUCATIONAL

EVENING SESSIONS

*Accredited by the*

NEW ENGLAND COLLEGE ENTRANCE CERTIFICATE BOARD

CATALOG FOR

*The Thirty-Fourth Year*

1931-1932

## Adults Can Learn

Perhaps the most outstanding recent discovery in the field of education is that learning ability does not stop with maturity, with the result that there has been an increased interest in education on the part of those of more advanced years. The results of these discoveries are to be found in "Adult Learning" by Dr. E. L. Thorndike, from which the following extracts are taken.

"If an adult class were to be divided into two sections, one expected to make rapid progress and the other slow progress, age would be practically worthless as a basis for the division."

"The provision of opportunities whereby adults can learn those things which they are able to learn and which it is for the common good that they should learn is a safe philanthropy and a productive investment for the United States."

"Adult education suffers no mystical handicap because of the age of the students."

"Comparing youth and middle age I find that there is hardly a subject in our curriculum that the average mature mind will not grasp with equal ease and superior understanding. Take two men of equal intelligence, one of 45 and one of 20, both in good health and with good habits, both free from hampering worries, and turn them loose on a new subject in which they are both interested. One finds immediately that the man of age and experience has all the advantage."

With these facts in mind mature students should not hesitate about undertaking to learn anything which they really feel desirable or worth-while.



## How to Use This Catalog

Since this catalog will come into the hands of many not entirely familiar with school catalogs and similar publications, it has been thought advisable to preface this catalog with a few suggestions regarding its use.

Naturally the first question that arises is, "Does this catalog contain a course I need?" This question is answered directly by the alphabetical list of courses on page 25.

The next questions, "What does this course contain?" and "For whom is it intended?" are to be answered by the course descriptions which begin on page 30.

The fourth question, "How long will it take to complete the course?" is answered on page 26.

"What does it cost?" is the next question. The answer is to be found on page 23.

"Does this course carry any credit?" The answer is on page 27.

For the answer to the next question, "How does one enroll?" see page 22.

and

Remember: If these or any questions are not answered in a sufficiently clear manner, don't hesitate to communicate with the school office.

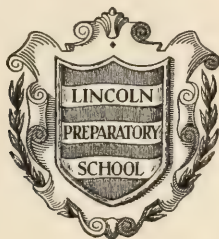
Address your communications to:

JAMES WALLACE LEES, *Principal*  
Lincoln Preparatory School  
312 Huntington Avenue  
Boston, Mass.



# LINCOLN PREPARATORY SCHOOL

ACCREDITED BY THE  
NEW ENGLAND COLLEGE ENTRANCE CERTIFICATE BOARD



COURSES ADAPTED TO THE NEEDS OF EMPLOYED MEN  
AND WOMEN  
EFFECTIVE METHODS OF INSTRUCTION  
EFFICIENT PREPARATION FOR COLLEGE  
ALSO COMMERCIAL AND SCIENTIFIC COURSES

## GRAMMAR AND HIGH SCHOOL COURSES

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THE LINCOLN SCHOOLS ARE CONDUCTED BY NORTHEASTERN UNIVERSITY OF THE  
BOSTON YOUNG MEN'S CHRISTIAN ASSOCIATION



## Calendar

### 1931 Summer Term, 1931 — 16 Weeks

May 25-29	Registration Week.
June 1	Summer Term begins.
June 17	Legal holiday. No classes.
June 18	Make-up session for June 17.
September 7	Legal holiday. No classes.
September 9	Make-up session for September 7.
September 14-18	Final examinations.

### School Year, September, 1931 — May, 1932 — 32 Weeks

September 21-26	Registration period.
September 28	Fall Term begins.
October 12	Legal holiday. No classes.
October 14	Make-up session for October 12.
November 26, 27	Thanksgiving recess.
December 24	Christmas recess begins.

1932	
January 4	First class sessions after Christmas recess.
February 22	Legal holiday. No classes.
February 24	Make-up session for February 22.
April 19	Legal holiday. No classes.
April 20	Make-up session for April 19.
May 18-20	Final examinations.

### Spring Term, January, 1932 — May, 1932 — 20 Weeks

1931	
December 24-31	Registration period.

1932	
January 4	Spring Term begins.
February 22	Legal holiday. No classes.
February 24	Make-up session for February 22.
April 19	Legal holiday. No classes.
April 20	Make-up session for April 19.
May 18-20	Final examinations.

### Summer Term, 1932 — 16 Weeks

May 31-June 4	Registration period.
June 6	Summer Term begins.
June 16	Make-up session for June 17.
June 17	Legal holiday. No classes.
July 4	Legal holiday. No classes.
September 5	Legal holiday. No classes.
September 7	Make-up session for September 5.
September 12-16	Final examinations.



## Office Hours

August 15 — June 30

Week days, except Saturday . . . . .	9 a.m. till 9 p.m.
Saturdays . . . . .	9 a.m. till 1 p.m.

JULY 1 TILL AUGUST 14

Week days, except Saturday . . . . .	9 a.m. till 4 p.m.
Saturday . . . . .	9 a.m. till 12 m.

During this period on Tuesday and Friday evenings the office is open in addition from 6 to 9 p.m. On other evenings during this period the General Offices of the University on this same floor deal with all school business.

## Interviews

Prospective students, or those desiring advice or guidance with regard to any part of the school work or curricula, are offered personal interviews with the Principal or his assistants. No enquirer should hesitate to ask for an appointment as, in the long run, time is saved during the school year by having the whole educational problem discussed before the opening of the school.

## Northeastern University and The Lincoln Schools

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*Mathematics*

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*Physics*

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*History*

EDWARD JAMES HICKEY, A.B.,  
*History*

PERCY EDWARD JONES, B.S.,  
*Mathematics*

A. ROBERT KELMAN, B.B.A.,  
*Commercial Subjects*

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*English*

JAMES HARRIS MORSS, A.B., Ed.M.,  
*English*

THEODORE WOODS NOON, A.M., Ed.M., S.T.M.,  
*Latin and Ancient History*

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*French and German*

CHESTER FLINT PROTHERO, B.B.A.,  
*Biology*

CHARLES ERNEST RECK, A.B.,  
*English*

B. FLOYD RINKER, A.B.,  
*English*

HENRY JAMES ROCKEL, M.A.,  
*English*

CHESTER GLADDING SEAMANS A.B.,  
*French and Latin*

CHARLES FREEMAN SEAVERN, S.B.,  
*Mechanical Drawing*

JOHN DAVID SHORE, S.B.,  
*Mathematics*

ALFRED LORING SKINNER, A.B.,  
*Mathematics*

WILLIAM GREENE WILKINSON, A.B.,  
*French and Spanish*

DANIEL P. A. WILLARD, B.S.,  
*Social Sciences*

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E. VICTORIA PETERSON, *Secretary*  
MARGUERITE FRANCES JACKSON, *Recorder*  
DOROTHY SPOONER, *Bookkeeper*



## Education in the United States

Education may be said to have three values which may overlap each other but which may be broadly classified as follows:

- (a) personal value,
- (b) social value,
- (c) cash value.

- (a) **Personal Value.** Education has been defined in a broad sense as comprehending all those things that discipline and enlighten the understanding, that correct the temper, cultivate the taste, and form the manners and habits of man. As a result, the educated man is a man of certain qualities which make him calm in adversity, capable of being happy when alone, just in his dealings, and rational and sane in all the affairs of life. The really educated man, as a matter of fact, is the man whose mind in every age has served as the link between the Past and Future. These statements in themselves show the personal value of education.
- (b) **Social Value.** Man, however, is a social animal and must normally come into contact with his fellow beings. Consequently, education teaches him to weigh and adjust, to examine and meditate, to construct and change, so that the greatest benefit will accrue to the human race. Education teaches a man to look on all the affairs of life serenely and sanely. That we might contribute our individual share, it is our duty to equip ourselves within our powers for all the duties of citizenship.
- (c) **Cash Value.** The strange outcome is that while education was never intended to produce financial returns for the individual, nor originally sought to secure financial independence, nevertheless because of the equipment with which it endows a man, education brings in its train material benefits and increased financial rewards. This increase again enlarges our power and opportunities to do further good to ourselves, to our family, and to society.

## A Complex Civilization

He would be a rash man who would deny any of the following:

- (a) Our modern civilization is extremely complex and is becoming increasingly so.
- (b) In all branches of human activity this is the day of the specialist.
- (c) Commerce and industry are demanding more and more men and women with special training.
- (d) Effective specialization is impossible without a foundation of at least a high school education.

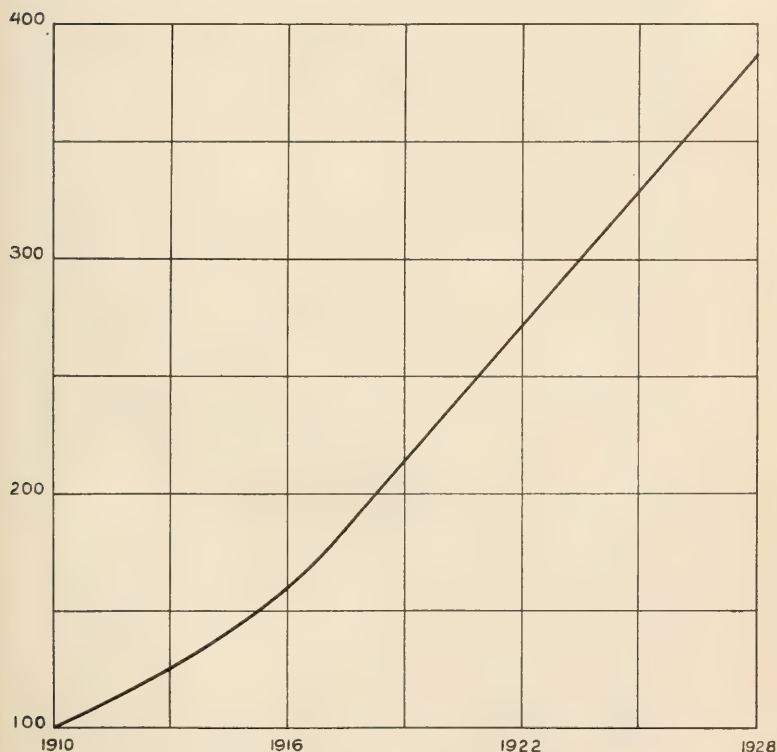
## Success in Business

Marked or even moderate success is denied to those who cannot answer satisfactorily the following questions:

- (a) Can you express yourself well — prepare a good letter or report?
- (b) Do you hit the nail on the head when talking to others, or do you ramble and become embarrassed?
- (c) Have you the necessary basic education (Elementary and High School) which will place you on an even basis with the other men with whom you are working?
- (d) Have you held the same job for more than a year without added responsibility or other indication of progress?
- (e) Do you know the job ahead well enough so that you could step into the other man's position on short notice?
- (f) Do you know how to analyze the everyday business problems you meet and are you able to make constructive suggestions to your employer?
- (g) Have you let the past year slip by without adding anything of definite value to your educational equipment?

## The Value of Education

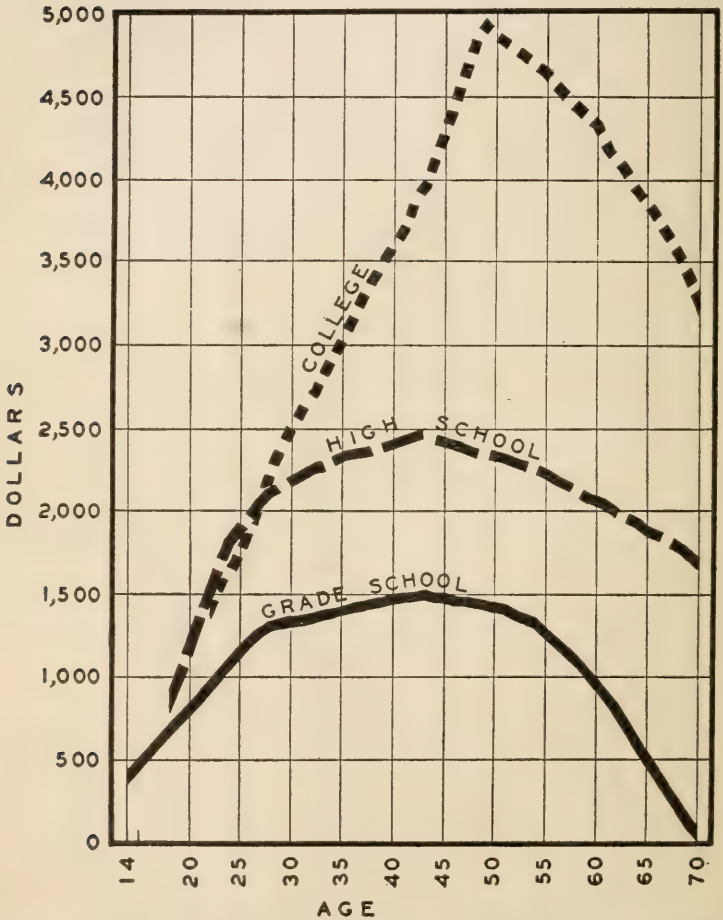
The following chart will show the increase in high school enrollment during the past thirteen years. From this it is obvious that opportunities for success must be increasingly denied the man or woman who has not had at least a high school education.



Increase In Secondary School Enrollment.  
(1910 taken as base of 100 per cent)

In addition to the above chart the following is interesting in that it shows the estimated earnings of workers with varying degrees of education.

ESTIMATED MEDIAN ANNUAL INCOMES OF  
WORKERS WITH VARIOUS DEGREES OF EDUCATION  
ACCORDING TO AGE OF THE INDIVIDUAL.



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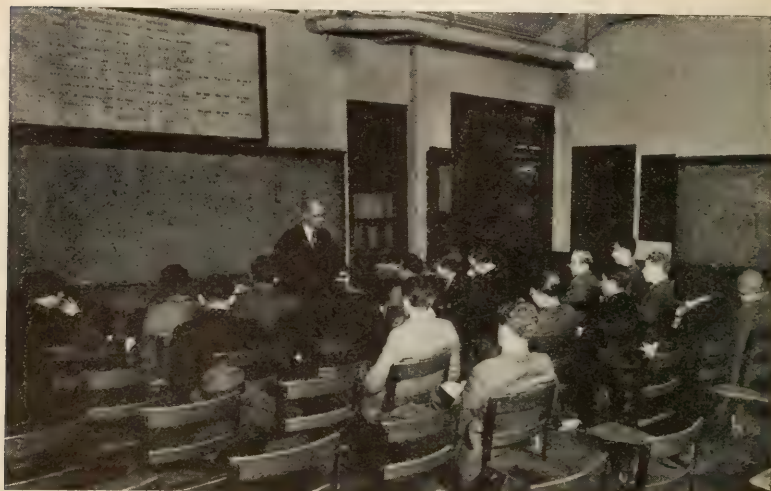
The untrained man makes an average of \$1200 a year; the high school graduate makes an average of \$2200 a year.

## The Availability of Education

Because education pays dividends and because of the great demand for it, many cities and larger towns are offering varied programs from the elementary to the professional for all grades of adults.

Residents of Greater Boston are fortunate in that they are within convenient reach of the Lincoln Preparatory School, a recognized evening high school operating on day school standards. Its program is designed especially for employed men and women of varying ages and occupations. It is an old well-established institution, whose excellent work has for many years earned for it the right to certificating privileges from colleges on the New England College Entrance Certificate Board. Its classes meet at convenient evening hours two evenings a week, so that there is a minimum of disruption in a student's regular life, and attendance is possible without leaving one's employment.





One of the Class Rooms



Chemistry Laboratory

# The Lincoln Preparatory School

## General Statement

The Lincoln Preparatory School has set out to meet the demand for Secondary education and offers, by evening instruction, a regular high school course which is recognized by colleges which are members of the New England College Entrance Certificate Board. The courses laid out in the following pages give an indication of the various programs that one can study, whether the aim be better preparation for advancement in business or professional fields, or for the pursuit of knowledge for a larger mental, moral and spiritual growth. Its program is devised for employed men and women who are occupied during the day, and who must find time for both class-room work and study in the evenings; and its aim has been — and is — to maintain its work on such a high qualitative level as will give the student an education fairly equivalent to that offered in a day high school. With this sound training, the student, if he so wishes, is able to advance to still higher institutions of learning, or, if he does not desire to proceed to college, to improve his immediate position in the business world.

## History of the School

The Lincoln Preparatory School, formerly called the North-eastern Preparatory School, was founded in 1897 to meet the demand for instruction by men who were employed during the day and whose only opportunity for study lay in evening classes. At first, courses were for the most part isolated subjects of a cultural nature or intended to assist men in various trades or occupations to perform their work more satisfactorily, and, perhaps, to earn promotion as a result of their studies. Gradually the courses were coordinated into a regular high school program and a standard high school diploma was awarded. In 1925 women were admitted on the same basis as men. The courses offered have been and are being constantly improved and since 1924 the school has been accredited by the New England College Entrance Certificate Board, a marked distinction in the case of an evening school and an expression of confidence that day school standards are maintained. The school today offers curricula in the general, commercial, scientific, and technical fields, in addition to offering special preparatory courses for the nursing profession.

The enrollment has increased from fewer than fifty students to almost a thousand, of whom one-fifth are women. The faculty has been increased until it now numbers twenty-five or thirty men of wide experience and training, engaged in the various day preparatory and high schools.

## Aim of the School

The aims of the Lincoln Preparatory School may be classified as follows:

- (a) The offering of educational opportunities to students of both sexes by methods of instruction carefully adapted to the needs of adult students.
- (b) The providing of this instruction, at convenient evening hours, so that the student need not leave his or her present employment while obtaining an education.
- (c) The conducting of the school work on such a high qualitative plane that those students who wish to prepare for college may be adequately prepared for entrance examinations, or for entrance on certificate if their ability and performance warrant.
- (d) The offering of commercial work to those who plan to enter the field of business either directly, or after further study in a college of Business.
- (e) The offering of a general program to those who do not plan to enter college that they may develop a taste for the better things in life and that they may advance to a larger personal growth.
- (f) The selection of the most competent and experienced faculty available.
- (g) The maintenance of the excellent work which has earned for the school the approval of the New England College Entrance Certificate Board.
- (h) The personal interest of every school officer in the individual problem of the student.

## Who Should Attend The Lincoln Preparatory School?

Recognizing the need for an educated democracy, the Lincoln Preparatory School endeavors to be of service to a large number of men and women who have been deprived of educational opportunities or who wish to undertake further study. Following are some of the groups of persons who can derive considerable benefit from the courses offered in this school:

- (a) Men and women who left grammar school or high school to go to work and now wish to secure a high school education while retaining their present employment.

- (b) Men and women employed in business and industrial organizations who desire to prepare themselves for more responsible and remunerative positions by pursuing a program of study which meets their needs.
- (c) Men and women who feel that their present education is inadequate, and that they are not deriving the maximum benefit from life as they live it.
- (d) Men and women who wish to complete their high school education in the shortest possible time consistent with high educational standards.
- (e) Men and women who wish to enter higher institutions of learning, colleges and professional schools, either by a certificate or entrance examination, and who are not able to go to day high school.
- (f) Men and women at present in college who have conditions that they wish to remove.
- (g) Men and women who wish a training in the elementary principles of business.
- (h) Men who wish preparatory training for evening engineering courses.
- (i) Women who wish to prepare to enter the nursing profession.

No student who has needs similar to those outlined above should hesitate about entering the Preparatory School because of age. The age of the students range from sixteen to forty-five. The school is specifically designed for adults.

## Alumni

The Alumni of the Lincoln Preparatory School are excellent witnesses of the work the school has done and is doing. One of our greatest rewards is the satisfaction of receiving from our former students, in the form of letters and personal visits after they have left school, their thanks and appreciation for our efforts. Many men and women prominent in the commercial and industrial world obtained their high school education here. In addition to these, alumni of the school are to be found in many colleges and universities scattered across the country. Not only are they to be found there, but generally they are creating excellent records, surpassing in many instances students who enjoyed the



advantage of day high or preparatory school preparation. The most recent reports obtained in February 1931 are particularly gratifying. The following colleges, among others, have among their students alumni of the Lincoln Preparatory School: Harvard, Yale, Massachusetts Institute of Technology, Boston University, Tufts, Wesleyan, Northeastern, University of Illinois, Simmons College, Sanford, Columbia, Duke, Norwich. In addition, many hospitals have in training or on their permanent staffs former students of the Lincoln Preparatory School.

### Faculty

In an evening school it is particularly essential that none but men of wide experience and high ideals be appointed to the faculty. Accordingly the faculty of the Lincoln Preparatory School has been very carefully chosen, all its members being graduates of the leading colleges and universities. They are men of culture and high ideals who are in sympathy with evening school students and understand their aims. They have had excellent training and wide experience in the subjects which they teach. Most of them have served with the institution for many years, and as a result of their personal devotion to the cause of education and their appreciation of the work this school is attempting, are naturally interested in its aims and success. The average length of teaching experience is fifteen years. All of them are at present employed in the high and preparatory schools in Boston and vicinity or are engaged in graduate study.

### Student Body

The students of the Lincoln Preparatory School are men and women of earnest purpose, who have come to recognize the value of education but who through force of circumstances have been unable to complete a high school course. The ages of the students range from sixteen to fifty-one with the average age twenty-four. This fact proves conclusively that at all ages educational opportunities may be used to increase personal satisfaction through the development of a taste for the better things in life or to bring about material advancement and increased financial rewards. Some students are attempting to increase their vocational opportunities; some are completing a high school education begun elsewhere but interrupted; some are beginning here their high school work; some are adding to their training cultural or practical subjects which were formerly omitted from their training. In fact, the school is ready to serve students of all ages at a point where they need real service.



The student body represents also men and women from all walks of life and may be seen from the occupational distribution given below.

## Occupational Survey of Student Body

### *Non-Industrial*

Clerks.....	68	Stenographers.....	3
Salesmen.....	25	Dressmaker.....	2
Nurses.....	20	Hairdresser.....	2
Teachers.....	10	Librarian.....	2
Stockmen.....	9	Architect.....	1
Messengers.....	7	Milliner.....	1
Secretaries.....	7	Statistician.....	1
Musicians.....	6	Trader.....	1
Bookkeepers.....	5	Jeweler.....	1
Operators.....	5	Usher.....	1
Domestics.....	4	Watchmaker.....	1
Managers.....	3		

### *Industrial*

Chauffeurs.....	9	Bellhops.....	2
Electricians.....	8	Bricklayers.....	2
Mechanics.....	8	Draftsmen.....	2
Printers.....	8	Foremen.....	2
Shoe Makers.....	7	Janitors.....	2
Machinists.....	7	Meat Cutters.....	2
Laborers.....	6	Telephone Operators.....	2
Waiters.....	6	Upholsterers.....	2
Carpenters.....	5	Barbers.....	1
Painters.....	5	Cabinet Maker.....	1
Shippers.....	5	Engineer.....	1
Office Boys.....	5	Contractor.....	1
Dental Mechanics.....	4	Farmer.....	1
Gardeners.....	4	Forester.....	1
Inspectors.....	4	Grocer.....	1
Porters.....	4	Mail Carrier.....	1
Supervisors.....	4	Photographer.....	1
Waitresses.....	4	Telegrapher.....	1
Factory Workers.....	3	X-Ray Technician.....	1
Plumbers.....	3	Miscellaneous.....	16

## Geographical Distribution of Students

Allston.....	3	Canton.....	1
Arlington.....	8	Charlestown.....	2
Atlantic.....	1	Chelsea.....	11
Belmont.....	10	Clifftondale.....	1
Beverly.....	2	Concord.....	1
Boston.....	94	Dedham.....	2
Brighton.....	9	Dorchester.....	26
Brockton.....	4	East Boston.....	5
Brookline.....	18	East Dedham.....	1
Burlington.....	1	Everett.....	9
Cambridge.....	29	Framingham.....	1

Forest Hills.....	1	Quincy.....	7
Foxboro.....	1	Reading.....	2
Gloucester.....	1	Revere.....	9
Greenwood.....	2	Roslindale.....	1
Haverhill.....	1	Roxbury.....	25
Hyde Park.....	1	Salem.....	3
Jamaica Plain.....	11	Saugus.....	1
Lawrence.....	3	Saxonville.....	1
Lexington.....	1	South Natick.....	1
Littleton.....	1	South Boston.....	6
Lowell.....	5	Somerville.....	13
Lynn.....	9	Squantum.....	1
Malden.....	7	Stoneham.....	2
Mattapan.....	5	Stoughton.....	2
Maynard.....	1	Swampscott.....	1
Medford.....	9	Tewksbury.....	1
Melrose.....	4	Waban.....	1
Methuen.....	1	Wakefield.....	2
Milton.....	7	Waltham.....	7
Needham.....	1	Watertown.....	8
Neponset.....	1	Waverly.....	5
Newton.....	3	Wellesley.....	2
Newton Centre.....	2	West Roxbury.....	9
Newton Highlands.....	1	West Somerville.....	1
Norfolk, N. Y.....	1	Westwood.....	1
North Scituate.....	1	Winchester.....	2
Norwell.....	1	Winthrop.....	1
Norwood.....	2	Woburn.....	1
Peabody.....	1	Wollaston.....	2

## Information Regarding Admission

### Admission Requirements

Any man or woman of good moral character, regardless of occupation, race or creed, who has completed at least six grades of a grammar school, or the equivalent, may enroll in the school.

Courses adapted to the needs and education of such applicants are offered each term. It is not advisable, however, for one younger than fifteen years of age to register, for the courses are adapted to those who are more mature and are physically able to work during the day and to study at night.

Students who do not intend to enter higher institutions of learning may select from the offering of courses a special combination of subjects which will benefit them in the work in which they are engaged during the day. Before enrolling for such subjects, students are urged to see the Principal, explaining the particular nature of the employment in which they are engaged, so that he can arrange the course best suited for their needs. Special combinations of courses may be selected to embrace business, science, or special technical work.

Students who have begun their high school work in other approved institutions may obtain credit for that work towards the diploma of this School by presenting a certified transcript of record from the school previously attended.

### Late Registration

Students should avoid late registration. It is of fundamental importance that they be present at the first class sessions if they are to be successful in their studies for the year. Those who find it necessary to register late may be permitted to enter the School provided they have not lost so much work as to render it impossible for them to proceed with the courses.



Physics Laboratory



Study Hall

## Tuition and Other Fees

### Full Courses

One subject \$30.00 (one half payable at registration; one half payable at mid-term).

Two or more subjects \$30.00 per subject (payable in equal monthly installments throughout the duration of the term).

For students entering in September the duration of a full course is 32 weeks. During the Spring and Summer Terms, however, the courses are abbreviated to 20 weeks and 16 weeks respectively, but the work is carried on more intensively and the same ground is covered, primarily by means of a longer period in the classroom. Hence, all charges are on a course basis; that is, the cost for every full course is \$30, regardless of the term in which it is taken.

### Half Courses

One subject \$15.00 (payable on registration).

Two or more subjects \$15 per subject (payable in equal monthly installments).

The duration of a half course is usually 16 weeks during the Fall and Spring Terms; 12 weeks during the Summer Term.

### Special Rates for Sciences

*Biology.....	\$40.00	} (Payable in equal monthly installments.)
*Physics.....	40.00	
*Chemistry.....	40.00	

\*In the case of Biology and Physics there will be added to the first payment a \$5. Lab. Fee. In the case of Chemistry there will be added to the first payment a Lab. Fee of \$5 and a Lab. Deposit of \$5. The unused portion of the latter is refunded after deductions for breakage.

No deduction is made from charges because of late enrollment.

### Charges for Partial Attendance

In the event of a student's withdrawal from school, he is charged on a pro rata basis for the weeks he has attended. These charges are as follows:

32 week courses — 4% of the total charges for each week of attendance.

20 week courses — 6% of the total charges for each week of attendance.

16 week courses — 8% of the total charges for each week of attendance.

The same charges are applicable in the event that a student abandons a part of his program.



**Miscellaneous Fees**

The fee for a special examination regularly scheduled is \$3.00; for one scheduled irregularly \$5.00.

The diploma fee is \$3.00.

For rates for special classes in tutoring, apply at office.

**Charges for Damages**

Students who damage apparatus in the laboratories or who wilfully destroy school property will be responsible for the replacement of such damaged articles or for the cost of replacing where this is undertaken by the school.

**Withdrawals and Refunds**

Students who are forced to withdraw from a course or from the school are expected to notify the school office by completing the withdrawal blank which will be furnished.

Since the school assumes the obligation of carrying the student throughout the year for which he registers, and since the instruction and accommodation are provided on a yearly basis, the Executive Council of the University has ruled as follows:

- A. Applications for refunds must be presented within forty-five days after withdrawal from school.
- B. Refunds in the case of complete withdrawal from school will be granted by the Committee on Withdrawals for reasons which they deem adequate. Among the reasons deemed adequate are the following:
  - (a) Personal illness.
  - (b) Change of employment by direction of employer whether in the schedule of time or in place of employment.
  - (c) The situation where the student becomes the sole or partial support of the family, so as to make it impossible for him to continue his studies.
  - (d) Loss of position.
  - (e) Change of residence.
  - (f) A voluntary change of employment, the hours or the residence being such that he is unable to continue attendance. In this case a letter from the new employer must be produced.

In all the above cases it is expected that substantiating documentary evidence will be produced by the student.

## Information Regarding Program and Graduation Requirements

### Hours of Attendance

When arranging a program for a student the school officers usually assign work which requires attendance for *only two evenings a week*. Following the general arrangement for the completion of a course in each term of the school year.

#### Fall term (32 weeks)

One full-unit course requires attendance for one hour twice a week. Students may carry one, two, or three courses during this term.

#### Spring term (20 weeks)

One full-unit course requires attendance for one and a half hours twice a week. Students may carry one or two full-unit courses during this term.

#### Summer term (16 weeks)

One full course requires attendance for one and a half hours twice a week. Students may carry one or two full courses during this term.

All classes meet between the hours of seven and ten.

Each term a schedule is prepared listing the courses to be offered and the hours at which they meet. A copy may be obtained on request.

### Courses of Study

#### List of Courses Offered (arranged alphabetically)

Algebra 1	French 3
Algebra 2	Geometry (Plane)
Arithmetic A	Geometry (Solid)
Business Arithmetic	German 1
*Biology	Government
Bookkeeping	History 1 (English)
Business Organization	History 2 (U. S.)
*Chemistry	History 3 (European)
Commerce and Industry	History 4 (Ancient)
Commercial Law	Latin 1
Economics	Latin 2
English A	Latin 3
English C (Conversation)	Latin 4
English 1	*Mechanical Drawing
English 2	*Physics
English 3	Spanish 1
English 4	Spanish 2
French 1	Trigonometry
French 2	

\*These courses meet only once a week; all other courses meet twice a week, usually on Tuesdays and Fridays.

## How to Plan Your Program of Classes

In choosing subjects each term students should bear in mind:

- (a) The requirements for graduation from the Lincoln Preparatory School. These are given on page 27.
- (b) The admission requirements of the higher institution they wish to enter. Catalogs of most colleges are on file at the school office. In case of doubt, consult these and talk with the principal.
- (c) The special requirements for various professions and vocations.
- (d) Their especial interests in case courses are chosen from the cultural point of view.

It is especially important to meet the requirements for graduation so that a diploma may be obtained. Most colleges not only require fifteen units of high school work, but also insist that the student be a graduate of a recognized high school. Moreover, in business and in everyday life it means infinitely more to say one is a high school graduate than merely to say one has completed fifteen units of high school work.

## The Unit System Explained

Frequent reference is made in this catalog to "units" and that there may be no misunderstanding in the minds of students, this explanation is offered. A unit of high school credit is given upon the satisfactory completion of the work of one school year in a single standard subject, the equivalent of which is covered by this school in thirty-two weeks or in the intensive courses of twenty and sixteen weeks offered in the Spring and Summer Terms respectively. The following exceptions are to be noted: (a) Four full courses in English total three units towards graduation or towards college entrance; (b) Algebra 2, while a sixteen-week course carries one unit of credit.

## How Long Will It Take to Obtain A Diploma?

The flexible schedule and the twelve months' operation of the Lincoln Preparatory School enable a student to save considerable time. The exact time that it will take to obtain a diploma is dependent upon credit from former institutions attended, hours available for study, and the number of courses pursued. A student who begins his high school work in the Lincoln Preparatory School can complete his course in from three to five years. However, it is urged upon students that *a high school education is a matter of accomplishment and not a matter of time*, and the school insists on a high standard of accomplishment.

## Admission to College

Since the Lincoln Preparatory School offers a regular course for those who wish to enter college, a student, according to his record and his plan of procedure, may enter college in one of the following ways:

- (a) **By diploma.** Certain colleges will admit students on the diploma from this school. Among these colleges are all those that accept a standard high school diploma.
- (b) **By examination.** A few colleges, notably Harvard, Yale, and the Massachusetts Institute of Technology, require certain examinations from all candidates. This school prepares students for those examinations.
- (c) **By certificate.** The school is accredited by the New England College Entrance Certificate Board. Some of the colleges which accept the certificate of this school are Amherst, Bates, Bowdoin, Colby, Massachusetts Agricultural College, Clark, Middlebury, Tufts, Wesleyan, and Williams. Generally speaking, *institutions that accept students by the certificate method will accept the certificate of this school.* The certificate grade is 80%.

## Requirements For Graduation

The diploma of the Lincoln Preparatory School is granted on the completion of fifteen units of work, of which at least four must have been earned in the Lincoln Preparatory School. In addition, each student must have completed in this school or elsewhere the required subjects for the diploma for which he is a candidate.

The school offers four different types of diploma, one in each of the following courses: General Course, Classical Course, Commercial Course, and Scientific Course. The required subjects for each of these diplomas are given below.

### General Course

#### Required Units (9 units)

English.....	3 units	Science.....	1 unit
Foreign Language.....	2 units	Algebra.....	1 unit
History (U. S.).....	1 unit	Plane Geometry.....	1 unit

**Elective Units (Choose 6 units)**

French.....	1 to 3 units	Solid Geometry.....	$\frac{1}{2}$ unit
Spanish.....	1 to 3 units	Physics.....	1 unit
Latin.....	1 to 4 units	Chemistry.....	1 unit
German.....	1 to 3 units	Biology.....	1 unit
History.....	1 unit	Mechanical Drawing....	1 to 2 units
Economics.....	1 unit	Music.....	1 unit
Bookkeeping.....	1 unit	Civics.....	1 unit
Commerce and Industry....	$\frac{1}{2}$ unit	Physiology and Hygiene....	
Commercial Law.....	$\frac{1}{2}$ unit	General Science.....	1 unit
Business Organization.....	$\frac{1}{2}$ unit	Public Speaking.....	1 unit
Business Arithmetic.....	$\frac{1}{2}$ unit	Agriculture.....	1 unit
Trigonometry.....	$\frac{1}{2}$ unit		

**Classical Course****Required Units (13 units)**

English.....	3 units	Geometry.....	1 unit
Latin.....	3 units	History (U. S.).....	1 unit
Modern Language.....	2 units	Physics or Chemistry.....	1 unit
Algebra.....	2 units		

**Elective Units (Choose 2 units)**

French.....	1 to 3 units	Solid Geometry.....	$\frac{1}{2}$ unit
Spanish.....	1 to 3 units	Physics.....	1 unit
German.....	1 to 3 units	Chemistry.....	1 unit
History.....	1 unit	Biology.....	1 unit
Trigonometry.....	$\frac{1}{2}$ unit		

**Scientific Course****Required Units (12 units)**

English.....	3 units	Plane Geometry.....	1 unit
Modern Language.....	3 units	Solid Geometry.....	$\frac{1}{2}$ unit
Algebra.....	2 units	Trigonometry.....	$\frac{1}{2}$ unit
Physics.....	1 unit	History (U. S.).....	1 unit

**Elective Units (Choose 3 units)**

French.....	1 to 3 units	Biology.....	1 unit
Spanish.....	1 to 3 units	Mechanical Drawing....	1 to 2 units
Latin.....	1 to 4 units	Chemistry.....	1 unit
German.....	1 to 3 units	History.....	1 unit

**Commercial Course****Required Units (8 units)**

English.....	3 units	History (U. S.).....	1 unit
Commercial Law.....	$\frac{1}{2}$ unit	Business Organization.....	$\frac{1}{2}$ unit
Bookkeeping.....	1 unit	Commerce and Industry....	$\frac{1}{2}$ unit
Business Arithmetic.....	$\frac{1}{2}$ unit	Economics.....	1 unit

**Elective Units (7 units)**

French.....	1 to 3 units	Physics.....	1 unit
Spanish.....	1 to 3 units	Chemistry.....	1 unit
Latin.....	1 to 4 units	Biology.....	1 unit
German.....	1 to 3 units	Mechanical Drawing....	1 to 2 units
History.....	1 unit	Civics.....	1 unit
Algebra.....	1 to 2 units	General Science.....	1 unit
Geometry.....	1 to $1\frac{1}{2}$ units	or any other recognized subject which	
Trigonometry.....	$\frac{1}{2}$ unit	has the approval of the Principal.	



## Special Program For Candidates For The Nursing Profession

While the school urges all students to pursue a high school course to its completion to have an adequate basis on which they may perform satisfactory professional work, there are those who, by force of circumstances, are compelled to begin their professional studies with a minimum of delay. Accordingly the school has arranged an introductory course embracing the subjects necessary for admission to professional training for nurses. This course may be completed during a school year. Following are the subjects:

English	Biology
History or Foreign Language	Algebra

It is to be noted that this program prepares for admission to only those hospitals which demand one year of high school work for admission to the training course. Some hospitals require two, some three, and some four years of high school work as a prerequisite to entering a training school for nurses. Each candidate is urged to ascertain exactly the entrance requirements of the institution she wishes to enter. This school will then plan a program to meet her individual needs.

Most training schools in Massachusetts are conforming to the requirements of the Board of Regents of the State of New York, which has ruled as follows:

In nursing the preliminary education requirement after July 1, 1931 is three years of high school or its equivalent and four years of high school or its equivalent after July 1, 1932. In addition, the following are prescribed subjects after July 1, 1932.

English, 4 years . . . . .	3	units
Two sciences . . . . .	2	"
Mathematics, one year . . . . .	1	"
History, one year . . . . .	1	"
Government or Civics, one-half year . . . . .	$\frac{1}{2}$	"
Electives . . . . .	$7\frac{1}{2}$	"
<hr/>		
Total . . . . .	15	"

The work conducted by the Lincoln Preparatory School is acceptable to Massachusetts hospitals and to the State Board of Registration in Medicine.

## Outlines of Courses

**Note:** The courses of the School are arranged in "units."

A unit is ordinarily the amount of work covered in a single subject taken four or five times a week for a year in a standard day high school.

In this School a unit may be covered in each subject in thirty-two weeks. See page 26 for explanation of unit system.

Students carry one, two or sometimes three subjects at a time. Fifteen units, properly selected (see pages 27, 28), are required for graduation.

The Lincoln Preparatory School reserves the right to change the arrangement of courses, the requirements for graduation, tuition fees, and other regulations affecting the students. Such regulations will affect both old and new students.

### English

The fundamental purposes of the department are to give the student efficient training in grammar in order to afford a sound basis for correct speech and writing; to instill correct principles of constructing sentences and paragraphs; to help him enlarge his vocabulary and to acquire an interest in words; to train him in the elements of logic as related to the organization and expression of thought; to teach him how to study; to impart an elementary knowledge of the types and the history of English literature; and to aid him in forming a taste for good literature and a genuine appreciation thereof.

**English A.\*** This is an elementary course for the student who, not having completed grammar school, desires to prepare himself for English courses of high school grade. It is concerned mainly with elementary grammar and sentence-structure.

**English 1.** This course comprises a review of the parts of speech, with parsing and other exercises; spelling and punctuation; elementary principles of sentence- and paragraph-structure, with diagramming and other exercises; frequent compositions; and a study of simple prose and poetry. This course is equivalent to the first year's work in English in a standard day high school.

**English 2.** This course consists of a rapid review of the parts of speech and sentence-structure; a somewhat detailed study of the sentence as a unit of expression; punctuation as related to sentence-structure; an elementary study of the paragraph; frequent illustrative exercises, and compositions; and a study of several types of literature. This course is equivalent to the second year's work in English in a standard day high school.

\*This course carries credit for eighth grade work in English.

**English 3.** This is an advanced course in composition including precis-writing and the structure of paragraphs and sentences. There is a rapid review of grammar and punctuation. The essay, the drama, and the short-story are studied in some detail. This course is equivalent to the third year's work in English in a standard day high school.

**English 4.** This is a college-preparatory course in composition and literature, with a thorough review of the fundamentals, and special attention to the classics prescribed by the College Entrance Examination Board for intensive study. This course is equivalent to the fourth year's work in English in a standard day high school.

**English C. (Conversation.)\*** This is a practice course for foreign-born students who wish to overcome difficulties in English and for those others who wish to benefit from the work conducted. Its purpose is to develop accurate enunciation, to cultivate good voice support, to promote ease and grace in reading and speaking, to add new words and idioms useful in ordinary conversation, to minimize errors in spelling by thorough drill in phonetics, to train the ear in quick appreciation of spoken English by practice in taking down dictation.

## Latin

Exercises in translation at sight begin with the first lessons in which Latin sentences of any length occur, and continue throughout the course to insure correct methods of work on the part of the student. In the translations of passages from the Latin, the use of clear and natural English is insisted upon. Reading aloud is encouraged. The work in Latin Composition aims to give the student a thorough knowledge of the fundamental principles of Latin syntax. It has been found advantageous to use a double system of note-books, calling for special written work from the student. This work deals with Latin forms, principles of Latin syntax, writing of English-Latin sentences, and finished translations of selected passages from the Latin. These courses in Latin fulfill the requirements of college entrance examinations.

**Latin 1.** Exercises in translations, English-Latin, Latin-English. Drill in Latin forms, drill in Latin syntax. The course aims to give the student a thorough knowledge of the fundamental principles of Latin syntax. It is equivalent to the first year's work in Latin in a standard day school.

\*This course does not carry credit towards the Preparatory School diploma.

**Latin 2.** The Latin reading is not less in amount than Caesar, Gallic War, I-IV. This amount of reading is taken from Caesar (Gallic War and Civil War), Nepos (Lives), Aulus Gellius, Eutropius, Phaedrus, Quintus Curtius Rufus, and Valerius Maximus, or books of selections containing some of these with other authors of prose works. Special attention is given to sight translation, to vocabulary study, to the Latin Word List, which contains those words the student is expected to know at the end of two years of the study of Latin. There is continued drill in Latin syntax and in Latin forms. This course in second year Latin aims to meet the needs of those students who plan to enter colleges that require only two years of Latin.

**Latin 3.** The Latin reading is not less in amount than Cicero, the orations against Catiline, for the Manilian Law, and for Archias. This amount of reading is selected from Cicero (orations, letters, and De Senectute), Sallust (Catiline and Jugurthine War). The reading for the year includes selections from such authors as Pliny, Livy, or books of selections containing these and other authors of prose works. Special attention is given to the study of passages of Latin prose set for comprehension. The course aims to cultivate in the student the ability to render unseen passages of Latin prose into clear and natural English, as well as the ability to write simply Latin prose. Due attention is given, therefore, to vocabulary study, to the Latin Word List, which contains those words the student is expected to know at the end of three years of the study of Latin. The political and social life in Rome in the time of Cicero is studied. It is equivalent to the third year's work in Latin in a standard day school.

**Latin 4.** The reading is not less in amount than Virgil Aeneid, I-IV. This amount of reading is taken from Virgil (Bucolics, Georgics, Aeneid), Ovid (Metamorphoses, Fasti, and Tristia), or from books of selections containing poems or extracts from other poets. Special attention is given to the study of passages of Latin verse set for comprehension. The course aims to cultivate in the student the ability to render unseen passages of Latin verse into clear and natural English, as well as the ability to write simple Latin prose. Due attention is given, therefore, to Latin forms, Latin syntax, to vocabulary study, to the Latin Word List, which contains those words the student is expected to know at the end of four years of the study of Latin. Literary and historical allusions, prosody, and questions on subject matter are studied. This course is equivalent to the fourth year's work in Latin in a standard day school.



## French

The courses in French are planned with the purpose of giving the students (1) an appreciative comprehension of French, both as literature and as a spoken language; and (2) a sufficient knowledge to fit them for advanced work. The essentials of the grammar are mastered by continued drill and constant application. The attainment of good pronunciation receives careful attention, and from the beginning the student is trained to understand spoken French.

**French 1.** The text books are "Elementary French" by Aldrich-Foster-Roulé, and Spink's "Le Beau Pays de France."

1. Pronunciation. Reading aloud. Oral Practice.
2. Grammar. Practice in the form and use of nouns, pronouns, adjectives, regular and some common irregular verbs.
3. Translation. Much oral and written translation of English into French, and oral translation of French into English. This course is equivalent to the first year's work in a standard day high school.

**French 2.** "Elementary French" by Aldrich-Foster-Roulé is continued and should be completed, covering the elements of grammar and syntax, with great emphasis upon forms and practice in their use in written composition. Frequent review lessons help to make the student familiar with the essentials.

Translation and reading of modern French prose of moderate difficulty. Books of the grade of difficulty of "L'Abbé Constantin," by Halévy, "La Belle Nivernaise," by Daudet, and "Le Voyage de M. Perrichon", by Labiche and Martin, are read. This course is equivalent to the second year's work in a standard day high school.

**French 3.** Carnahan's French Review Grammar is used for translation into connected prose. Buffum's "French Short Stories" and some of the French classics, are read and translated. This course is equivalent to the third year's work in a standard day high school.

## Spanish

It is intended in the first year that the student shall master thoroughly basic forms and the elementary grammar principles, acquire a correct pronunciation by considerable oral drill, learn to write, understand, and speak simple Spanish through composition, dictation, and conversational exercises of graded difficulty, and develop some facility in reading and translating examples of Spanish literature.

In the second year fundamentals of grammar are thoroughly reviewed and the student's vocabulary broadened by more difficult reading. Practice in the use of idiomatic Spanish is continued by means of exercises in composition and conversation.



**Spanish 1.** Hills and Ford "First Spanish Course" is used as a grammar and composition book. Forms, vocabulary, and drill in grammar principles are stressed.

Simple collections of short stories are read at first such as "Cuentos Contados" by Pitarro and Green, followed by somewhat more difficult tales and plays like "Zaraqueta" by Carrión and Aza, "El Pájaro Verde" by Valera.

This course is equivalent to the first year's work in a standard day high school.

**Spanish 2.** Hills and Ford "First Spanish Course" is reviewed and completed. Emphasis is placed upon the accuracy of the student's composition work and mastery of the verbs, both regular and irregular. Hills and Reinhardt's "Spanish Short Stories" is used as an introduction to modern Spanish literature.

## German

The aim of the first year is to enable the student to acquire a correct pronunciation, to gain a complete mastery of fundamental grammatical forms and principles, and to get a vocabulary that will make it possible to read simple German texts intelligently.

In the second year the inflected forms and the principles of German grammar are thoroughly reviewed, the working vocabulary is constantly enlarged, and exercises, both in composition and conversation, are continued.

**German 1.** Wesselhoefft's "Elementary German Grammar" and Guerber's "Märchen und Erzählungen II" are used. Practice in pronunciation and in speaking and writing simple expressions. Emphasis is placed on accuracy in forms and acquiring a vocabulary. This course is equivalent to the first year's work in a standard day high school.

## History, Government, Economics

The aim of the department is to give a broad knowledge of vital conditions in the growth of the leading countries of the world. This includes the study, not only of important historical facts, but more especially of the progress of development in government, society, business, religion, and education. The past is studied that the present may be better understood.

**History 1.** The roots of American History lie in England. This course, which comprises a survey of English History, deals with the major and interesting problems in the development of the English-speaking people—among others the welding and organization of the nation, the growth of Parliamentary government, the establishment of colonies across the seas, and the agrarian and industrial revolutions.

**History 2.** A careful and comprehensive study is made of United States History, including not only the story of earlier times but also an analysis of events from the Civil War down to and including our own times. Special reference is made to the social and industrial development of the country, economic progress, sources and effects of immigration, and of American government. Recent history is stressed in order to introduce present day problems.

**History 3.** This course comprises a study of Europe from the beginning of the reign of Louis XIV. A study is made of the development of the principal powers, of democratic, economic, and social tendencies, and international relations leading to the World War with subsequent problems. No study is made of medieval times except references by instructor.

**History 4.** This course devotes one term to the study of the Ancient Orient and Greece as far as the death of Alexander and the break-up of his empire, with the expansion of Greek culture in the Mediterranean world. The second term is devoted to the study of the history of Rome to the year 476 A.D. The course emphasizes the characteristic elements of these civilizations. The work calls for the study of an accurate historical text-book, in which not less than 500 pages of text are devoted to the particular subject. Special attention is given to map study. The work is supplemented by a topical study of outstanding phases of the history of the period, including growth of institutions, historic characters, outstanding events and periods. The work calls for consultation of standard writers on Ancient History, especially books of Readings in Ancient History. The aim of the course is to meet the needs of those students who are seeking a general knowledge of the subject as given in a High School, to prepare students for the examinations that are given by the College Entrance Examination Board as defined in the Definition of Requirements, published by the Board.

**Government 1.** The forms of our local and state governments are taken up first. These are followed by a careful analysis of the Constitution of the United States, showing the relationship of the executive, legislative, and judicial branches of our National Government.

During the second semester a study is made of the principal nations of Europe, and in addition the smaller nations where innovations may make investigation of governmental methods worth while. Because of constant comparison with United States Government, Government 1-A is a prerequisite.

**Economics 1.** The origin and development of our industrial system, and an analysis into its component parts, together with the economic phenomena accompanying them. It is intended to make economics of practical value in everyday life.

During the second semester the course embraces the reform and improvement of our industrial system: taxation, the tariff, international trade, transportation, labor and capital, public ownership, wages and profits, and other current economic problems are treated.

## Mathematics

The courses in mathematics are planned to meet the needs of all secondary students. They afford an opportunity for preparation in the mathematical processes which are necessary for success in industrial, commercial, or professional careers. They are intended (1) to acquaint the student with such mathematical processes and methods as he is most likely to need in the successful pursuit of other studies and in the various trades and occupations: (2) to prepare the student for the successful pursuit of the more advanced branches of mathematics in technical schools and colleges.

**Arithmetic A.\*** This is an elementary course on the four fundamental operations, factors, and simple processes in preparation for Arithmetic 1-A.

**Arithmetic 1.** For a description, see Commercial Subjects.

**Algebra 1.** The essential operations of algebra to quadratics are covered. The emphasis is on the fundamental principles. This course meets College Entrance Board requirements.

**Algebra 2.** This course is designed for students who have acquired the fundamental principles. It meets College Entrance Board requirements.

**Geometry 1.** The five books of Plane Geometry are studied. The numerous original exercises stimulate the power to reason clearly and to derive logical proofs. Special attention is given to those who expect to take college entrance examinations. This course meets College Entrance Board requirements.

**Geometry 2.** This course comprises the standard theorems in solid and spherical geometry. Stress is laid upon numerical exercises involving mensuration of solid figures. The work is designed primarily for those who are preparing for college. This course meets College Entrance Board requirements.

**Trigonometry 1.** This course is intended for those who wish to offer trigonometry for college entrance, or for those who intend to take up engineering.

\*This course does not carry credit towards the diploma of the Lincoln Preparatory School.

## Drawing

**Mechanical Drawing 1.** The fundamentals, such as lettering, geometrical problems, orthographic projections, and development and intersection of surfaces, are covered. Much attention is given to the proper use of the various drawing instruments. A credit towards college entrance will be granted upon the completion of sixty-five problems taken from French and Svenson's "Mechanical Drawing for High Schools." All the work is individual and admits of progress according to the student's ability.

## Science

**Biology 1.** The course aims to survey the major divisions of the science of living matter and to acquaint the student with the occurrence, anatomy, and physiological activity of both plants and animals. The economic significance of the several groups of organisms is stressed with the purpose of indicating the intimacy of their relation to human affairs.

The lectures serve also to correlate the textual material with the study of the laboratory specimens, furnished either in a fresh or preserved condition. These include typical forms illustrating the development series of algae through flowering plants, of protozoans through vertebrates. The gross dissections are supplemented by microscopic examination. Careful observation and clear, accurate records are points of training which the student may expect to cultivate.

The course is suggested for those desiring a cultural background in biologic thinking and as a scientific basis for candidates to the nursing and medical professions. An understanding of chemical concepts will assist the student in mastering biological principles.

**Physics 1.** The work offered in this course covers adequate preparation to meet the College Entrance Board requirements. It aims to encourage in the student a habit of observation, and to develop his ability to think intelligently about simple physical facts, including many such as may be observed in everyday life.

Mechanics, heat, magnetism and electricity, sound, and light are taken up, each with discussion, demonstration, solution of many numerical problems, and laboratory work done by the student. Approved records of the laboratory work are required.

One aim of the course is to illustrate and teach, in an elementary way, scientific methods of working, which are correct in principle and which may be of use in any scientific work that the student does later.



**Chemistry 1.** The general purpose of this course is similar to that of Physics 1. The work at the School is divided between lecture room discussion and demonstration of the fundamental principles and facts of chemistry, on the one hand; and, on the other, experimental work in the laboratory by the students individually. The laboratory exercises are closely supervised and the student is required to do his work neatly, observe results carefully, and endeavor to reason from these results to legitimate conclusions. He must also keep systematic records of this work, as directed. At least forty-five experiments are performed.

It is advisable that, if possible, this course should be preceded in the student's plan of studies by a general course in Physics such, for example, as Physics 1 in this School.

## Commercial Subjects

It is the aim of this department to give its students a good understanding of the fundamental principles of business practice. The courses are not extremely detailed, but give a broad view of the customs and scope of modern business. The courses in bookkeeping should qualify anyone who completes them to keep an actual set of accounts for a single ownership or a partnership business. The other subjects are more general in their nature, giving a survey of the field of business.

**Arithmetic 1.** The aim of the course is to secure a combination of speed and accuracy in the essential arithmetical calculations used in business. A thorough review of elementary principles is given, followed by a detailed study of fractions, decimals, aliquot parts, percentage, interest, bank discount, commission, payrolls, insurance, brokerage, taxes, estimating grain and lumber supplies, and other practical phases.

**Bookkeeping 1a.** This is a course intended to train the student in the art of properly recording the simpler transactions of business according to the elementary principles of accountancy. The books used are the cash book, the purchases book, the sales book, the journal and the ledger. After the first month the check book and bank book are introduced. The trading and profit and loss statements and statements of resources and liabilities are made as simple as possible and instructions are given with great fullness and detail.

**Bookkeeping 1b.** This course trains the student to keep a set of books illustrating a wholesale business. At the beginning the firm consists of two persons; later additional partners are admitted. The business of a wholesale grocery house is represented, but the methods and practices set forth will apply to a wholesale or jobbing house in almost any other line, such as dry goods, notions, clothing, boots and shoes, hats and caps, men's furnishings, millinery, etc. The purpose of the course is to qualify the student thoroughly to keep any set of commercial accounts.



**Business Organization.** This course deals with the fundamental principles of organization and management common to every well-regulated business. The forms of business ownership — sole proprietorship, partnership, corporation, and merger are studied, as well as the function and interrelationship of the departments within an organization, such as — the finance, purchasing, sales, and personnel divisions. A text, group discussions, reports, and business problems are used as a means of obtaining a perspective of the modern business organization.

**Commerce and Industry.** A study is made of the various countries in relation to their commercial intercourse. The student is familiarized with the principal waterways, cities, products, imports, exports, etc.

**Commercial Law.** A course in the elements of business law, covering such subjects as contracts, agency, sales, bailment, negotiable instruments, partnerships and corporations. The intent of the course is only to help one to keep out of pitfalls, and to know when professional services are necessary.



One of the Class Rooms



Class in Mechanical Drawing

## Administrative Regulations

### School Year

Students may begin classes at three distinct times in the school year: September, January, and May, and select courses suited to their individual advancement. Students entering in September carry a program which lasts until May; students entering in January report between January and May; and there is, in addition, an intensive summer course of sixteen weeks from May to September. The work is so conducted that in any of the three periods mentioned above the student may complete a full year of high school work in any subject. By attending full calendar years, a standard four-year high school course may be completed in from three to five years, according to the number of subjects studied by the student.

### Sessions

The school sessions are held on week-day evenings between 7 and 10 o'clock. There are no classes on Saturdays. A student's schedule may include one, two, or three evenings a week according to the subjects he selects. *As a rule, subjects are scheduled for two evenings a week.* A full-year course requires attendance for one hour, two evenings a week, during the normal school year, or requires attendance for an hour and a half two evenings a week during the spring and summer terms. Half-courses are generally completed within each semester, each usually requiring attendance for one hour, two evenings a week.

### Attendance Requirements

*Attendance upon at least seventy-five per cent of the classes is required for admission to the examination.*

### Examinations

Examinations are held throughout the term at the discretion of the instructors. Final examinations are required upon the completion of all courses. These examinations are modeled after college entrance examinations. The following system of grading is used:

A Excellent	C Fair	E Conditioned
B Good	D Pass	F Failure

A student marked E (conditioned) may enroll in the advanced course in the same subject immediately following, but upon condition that he remove his deficiency by special examination early in the next term. A fee of \$3 is required for each such examination regularly scheduled.

A student receiving the grade of B is exempt from examination when applying for admission to the colleges composing the New England College Entrance Board. A list of these colleges is given on page 27.

## **General Information**

### **Libraries**

The School has excellent facilities for study in the University library and reading room, which is equipped with dictionaries, encyclopedias, and special texts for carrying on the work of the School effectively.

Students also have the privilege of taking books from the Boston Public Library and of using the library for general reference and reading.

### **Text Books**

Students buy their own books and printed outlines of courses. Students taking Mechanical Drawing must furnish their own instruments and supplies. The book store keeps on hand all books and supplies used in the School.

### **Tutoring**

The School office is in touch with capable teachers who will give individual instruction at moderate cost to men and women who desire private lessons either for rapid emergency work, or in any courses which are not offered by the School. Arrangements regarding such work must be made through the School office.

### **Religious Activities**

The Lincoln Preparatory School is conducted by the North-eastern University of the Young Men's Christian Association, and, though non-sectarian, is thoroughly Christian in character. Students are cordially welcomed and urged to participate in all the activities of the Y. M. C. A. It is hoped that they will feel free to do so to the largest possible extent. In connection with the various departments of the Association an ample social and religious program is provided, so that all men should be able to find that type of activity in which they are most interested. However, a student should not hesitate about entering the School because of religious faith, no attempt being made to influence one to participate in any activities which are contrary to the tenets of his particular religion.

### **Students' Tickets**

Vouchers for half-fare tickets on the Boston Elevated Railroad are issued by the School office on the first, sixth, and eleventh Fridays of each term. The railroad systems entering Boston issue student's tickets to students under twenty-one years of age. Applications for these may be obtained at a railroad office and presented at the School office for signature.

## Gymnasium

Students in the Lincoln Preparatory School may secure privileges in the Department of Recreation and Health of the Huntington Avenue Branch of the Boston Y. M. C. A. at the special students' rate. There are also special rates for men who wish the use of the pool and showers during the summer months only. Particulars may be obtained at the office.

## Visitors

Visitors are always welcome at one class session in any department. Those ladies and gentlemen who wish to visit any of the classes should call at the School office and obtain a visitor's card signed by the Principal.

## Interviews and Educational Guidance

Prospective students or those desiring advice or guidance with regard to any part of the school work or curricula, or who wish assistance in the solution of their educational problems, should note the fact that interviews are available without obligation, and that the officers of the school will do their utmost to see that a program is designed which is the most satisfactory for the individual student. In certain cases, other institutions may be recommended which suit the student's needs better. Furthermore it is important that those with educational problems to solve should realize the necessity for care in approaching educational work so that the program selected will be on the best educational basis. During the school year the Student Counsellors are ready to lend their assistance in the solution of the student's classroom problems.



## The Location of the Lincoln Preparatory School

The Lincoln Preparatory School is particularly fortunate in being housed in the building of the Boston Young Men's Christian Association, at 312 Huntington Avenue. In addition, it utilizes certain areas in the New Huntington Building next to Symphony Hall, and in the Laboratory Building of the University, which is situated in the rear of the main Young Men's Christian Association building.

Situated in the Back Bay educational centre of Boston, within sight of the Opera House, the Symphony Hall, the Art Museum, and other cultural and educational institutions, Northeastern University is easily reached from the North and South Stations, and also from the various points of the Boston Elevated system.

To reach the Lincoln Preparatory School from Park Street take the Huntington Avenue car and detrain at the Boston Y. M. C. A. building. To reach the Lincoln Preparatory School from Dudley Street, detrain at the junction of Massachusetts and Huntington Avenues and walk west 200 yards to the Boston Y.M.C.A. building.

The following are the official running times given by the Boston Elevated Railway Company to reach the University from points on the system. This makes no allowance for time used in transfer from one car or train to another:

Sullivan Square	.. .. .	24 minutes
Lechmere Square	.. .. .	22 "
Brighton Square	.. .. .	22 "
Harvard Square	.. .. .	20 "
North Station	.. .. .	17 "
Forest Hills	.. .. .	15 "
South Station	.. .. .	14 "
Park Street	.. .. .	12 "
Brookline Village	.. .. .	10 "
Dudley Street	.. .. .	9 "
Northampton Street	.. .. .	5 "

# The Northeastern University System

## Statistical Summary

1929 — 1930

	Administrative Officers and Faculties	Students
I. General Administration	6	
II. Northeastern University		
School of Engineering	75	1,681
School of Business Administration		430
School of Law		1,404*
School of Commerce and Finance		1,233*
III. The Lincoln Schools		
Lincoln Institute	31	439
Lincoln Preparatory School	30	736
IV. Huntington School	27	363
	<hr/>	<hr/>
Total	334	6,286
Less Duplicates	54	123
	<hr/>	<hr/>
Net Total	280	6,163
	<hr/>	<hr/>

\*These figures include the administrative officers, faculties and students of the Divisions of the University in Worcester, Springfield and Providence.





# NORTHEASTERN UNIVERSITY

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## DAY SCHOOLS

### SCHOOL OF ENGINEERING

*Conducted in Boston Only*

Curricula in Civil, Mechanical, Electrical, Chemical and Industrial Engineering, leading to the degree of Bachelor of Science. Conducted in co-operation with engineering firms. Students earn while they learn.

### SCHOOL OF BUSINESS ADMINISTRATION

*Conducted in Boston Only*

Curricula in Accounting, Banking and Finance and Business Management leading to the degree of Bachelor of Science. Conducted on the Co-operative Plan. Students earn while they learn.

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## EVENING SCHOOLS

### SCHOOL OF LAW

*Conducted in Boston: Divisions in Worcester and Springfield*

Curriculum leading to the degree of Bachelor of Laws. Preparation for bar examinations and practice. Case method of instruction. Co-educational.

### SCHOOL OF BUSINESS

*Conducted in Boston: Divisions in Worcester, Springfield and Providence*

Curricula in Accounting, Business Administration and Applied Science, leading to the degrees of Bachelor of Business Administration and Bachelor of Commercial Science. Graduate program leading to the degree of Master of Business Administration. Co-educational except in Providence.

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## LINCOLN SCHOOLS

*Evening Schools Conducted by Northeastern University in Boston Only*

### LINCOLN INSTITUTE

Curricula leading to a diploma in the fields of Architectural, Civil, Electrical, Mechanical and Structural Engineering.

### LINCOLN SCHOOL OF LIBERAL ARTS

A four-year curriculum leading to the Degree of Associate in Arts (A.A.). Students may register for the degree program or for individual subjects of a cultural nature. Co-educational.

### LINCOLN PREPARATORY SCHOOL

Courses in high school subjects leading to a diploma. Students may enter in September, January, or May. Prepares for admission to all colleges. The School has college entrance certificating privilege. Co-educational.

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For further information regarding any of the above schools, address

**NORTHEASTERN UNIVERSITY**

**312 Huntington Avenue**

**Boston, Mass.**

**Tel. Ken. 5800**



*The*  
HUNTINGTON  
SCHOOL *for*  
BOYS

1931 - 1932







THE  
HUNTINGTON  
SCHOOL  
*for* BOYS

*An Urban Private Day School*

*With the Advantages of a  
Country Day School*

320 HUNTINGTON AVENUE  
BOSTON, MASS.





## FOREWORD

The faculty and students of the Huntington School have developed co-operatively, over a period of years, a well-organized and unified school in which the outstanding factors are the excellence of the faculty, the quality of the student body and the splendid physical equipment.

The Huntington School for Boys has as its primary objective the adequate preparation of its students not only for entrance to but especially for success in the best colleges and universities. In this accomplishment the School has enjoyed a most creditable success.

This catalog sets forth in some detail what Huntington offers to boys of Greater Boston as a result of this co-operative experience.

Within its pages we sincerely hope that our many friends, and the new friends whom we look forward to meeting and serving, will find such information as will be truly helpful in the solution of the very important problem: "What school can do the most for my boy?"



## BOARD OF TRUSTEES

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FRANK PALMER SPEARE, *President*  
GALEN DAVID LIGHT, *Comptroller*  
EVERETT AVERY CHURCHILL, *Vice-President*  
CHARLES HENRY SAMPSON, *Headmaster*

## FACULTY

CHARLES HENRY SAMPSON, B.S., ED.M.  
(University of Maine) (Harvard University)  
*Headmaster*

SELDON LESTER BROWN, A.M.  
(Wesleyan University)  
*Latin*

CARL FERDINAND CHRISTIANSON, A.B.  
(Wesleyan University)  
*History*

ALBERT HARRISON EWING, A.B.  
(Harvard University)  
*English*

PRESTON HARVEY, A.B.  
(Bowdoin College)  
*Latin and History*

FREDERICK CHARLES HOSMER, A.B.  
(Boston University) (Harvard University)  
*Commercial Subjects*  
*Faculty Adviser — "Huntington Record"*

PERCY EDWARD JONES, B.S.  
(Boston University) (Sloyd Training School)  
*Mathematics, Mechanical Drawing, Woodworking*

ROLAND LEO LEACH, A.B.  
(Tufts College)  
*French*

ERNEST MERRILL MOORE, A.B.  
(Bates College)  
*Director of Physical Training*  
*Mathematics*

JAMES HARRIS MORSS, A.B., ED.M.  
(Boston University) (Harvard University)  
*Supervisor of the Junior School*



## FACULTY (Continued)

ALFRED LORING SKINNER, A.B.  
(Harvard University)  
*Mathematics*

WILLIAM SAWYER SPENCER, A.M.  
(Harvard University)  
*English*  
*Assistant Director of the Summer School*

JOHN MOORE TROUT, JR., A.B.  
(Princeton University)  
*French and German*

HAROLD CLAYTON WILCOX, S.B., S.M.  
(Rhode Island State College) (Brown University)  
*Physics and Chemistry*

WILLIAM GREENE WILKINSON, A.B.,  
(University of Kentucky) (McGill University) (Ecole Montcel)  
*French and Spanish*  
*Faculty Adviser — "The Periscope"*

## COACHING STAFF

<i>Track</i>	WENTWORTH JOHNSON MARLING
<i>Basketball</i>	WILLIAM GREENE WILKINSON
<i>Swimming</i>	RAYMOND ENGLISH MILLARD
<i>Baseball</i> }	ERNEST MERRILL MOORE
<i>Football</i> }	ALBERT HARRISON EWING
<i>Tennis</i>	{ JAMES HARRIS MORSS
<i>Junior School Athletics</i>	{ PERCY EDWARD JONES

EDWARD MARTIN, M.D., *School Physician*

EMILY RAMSAY, *Executive Secretary*

ISABELLE BERRY, *Secretary to the Headmaster*

GRACE MACKINNON, *Recorder*

## CALENDAR

School Year 1931-32

School Year Begins	SEPTEMBER 23
Fall Term Examinations	DECEMBER 15-18
Close of Fall Term	DECEMBER 18
Winter Term Opens	JANUARY 4
Winter Term Examinations	MARCH 22-25
Close of Winter Term	MARCH 25
Spring Term Opens	APRIL 4
Final Examinations	JUNE 6-9
Commencement	JUNE 10
Special Program for College	
Board Examination Students	JUNE 13-17
College Entrance Board Examinations	JUNE 20-24
Summer Session (1931)	JULY 6 TO SEPTEMBER 4
Summer Session (1932)	JULY 5 TO SEPTEMBER 2

## HOLIDAYS

Columbus Day, Armistice Day, Thanksgiving Day, Washington's Birthday, Patriots' Day, Memorial Day.

## GENERAL INFORMATION

### HISTORY AND PURPOSE OF THE SCHOOL

THE HUNTINGTON SCHOOL was established in September, 1909. The first class was graduated in 1910. The growth of the School has been satisfactory in every way. Emphasis has been placed upon the development of those qualities and habits which it is necessary for boys to develop if they are to succeed in meeting college entrance requirements and the college situation itself.

The purpose of the School is to provide special and adequate training for boys of Greater Boston, either for entrance to college or because of a desire to secure a good foundation for a business career. The School offers both a College Preparatory and a General Course. Most boys who graduate from the General Course enter Colleges of Business Administration.

With the passing of the years fathers and mothers made it very apparent that Greater Boston needed a first-class private day school which would present a strong college entrance program, in an environment where Christian character is emphasized, and at the same time, would allow their boys to remain under the direct influence of the home.

Huntington is supplying the response to that demand today. Our boys come from all points in Boston and surrounding cities and towns, and at times we have students who commute from as far as Worcester, Providence and Manchester, N. H.

Huntington is today the only urban private day school in Boston which presents a complete development program.

Huntington students have every opportunity to attain a sound and well-developed body, strong character, and independence of thought, through daily association with well-rounded Christian men, in their studies, sports and general school life.

Graduates of Huntington are found in practically all of the New England colleges and in many colleges and universities located outside of this territory.

The School enrolls each year, two hundred and fifty boys. There is no desire to increase this number. It is sufficiently large for the promotion of school activities which are of interest and value to growing boys. The School is not so large as to make it difficult for the Headmaster and his associates to keep in touch with each individual.

Applications for admission to the School should be made well in advance of the opening date. Each applicant for admission must arrange for a personal interview with the Headmaster.

The School enrolls boys from the eighth grade through the high school. The student body is, therefore, divided into five forms. It is our belief that the best time for a boy to start his preparatory work for college is while he is an eighth grade pupil and that the ideal period necessary for completing a college preparatory program is as we have arranged it, namely, five years. The School enrolls boys, however, for any form.

## THE COMPLETE DEVELOPMENT PROGRAM AT HUNTINGTON

THE SCHOOL believes in the complete development of the individual and many opportunities are given a boy to discover and develop latent qualities.

Scholarship must, in a college preparatory school such as Huntington, occupy first place in its productive efforts but we believe that he who goes on to college with an appreciation of values as they should exist in a normal, active and happy life, is in a better position to succeed than he who does not have this appreciation.

## LOCATION

THE SCHOOL is located in the Boston Y. M. C. A. building at 320 Huntington Avenue (nearly opposite the Boston Opera House) in the educational and cultural center of Boston. It is within easy reach of all points in Greater Boston. The running time by surface cars from Back Bay Station is five minutes, and the cars from both the North and South Sta-

tions (by way of Park Street) reach the School in twenty-five minutes. The School is within easy walking distance of the Huntington Avenue, Trinity Place and Back Bay railroad stations. For those who use surface cars only, the School is fifteen minutes from Park Street in the Subway and a few minutes from Massachusetts Station in the Boylston Street Tunnel. The School is accessible by trolley and automobile from such suburban sections as Cambridge, Watertown, Brookline and Newton. There are parking facilities.

### BUILDINGS

THE SCHOOL is housed in a building especially equipped for educational work and for successfully carrying on the complete program which it sponsors.

**RECITATION BUILDING** The recitation rooms, the physics and chemistry laboratories, and the drawing rooms are on the second, third, and fourth floors.

**NATATORIUM** The swimming pool, seventy-five feet long by twenty-five feet wide, has a glass roof admitting plenty of light and sunshine. It is supplied with filtered water from an artesian well and is heated to a proper temperature by an elaborate system of pipes. It is one of the finest in New England. The School has special hours reserved in the pool for its general swimming work.

**GYMNASIUM** In the rear of the main building, and closely connected with it, is the Samuel Johnson Memorial Gymnasium, the largest indoor gymnasium in Boston. On the main floor is the gymnasium proper, equipped with the best of apparatus. The running track which encircles it fifteen feet above the floor level is twelve laps to the mile. A visitors' gallery on the same level seats 500. A special locker room, shower baths and special exercising rooms are on the floor beneath the gymnasium proper. The Huntington School has the use of the entire gymnasium area and equipment at definite scheduled periods.



## EQUIPMENT

CLASSROOMS	The classrooms are of standard size. They are equipped with tablet arm chairs or school desks.
LABORATORIES	The School is especially fortunate in having laboratories for physics and chemistry well equipped for conducting its science courses.
LIBRARY	The School has excellent facilities for study in the libraries.
DRAWING ROOM	There is a well lighted and properly equipped mechanical drawing room.
SHOP	A liberal amount of equipment has been provided for use in connection with the Manual Arts Club.

## PLAYGROUNDS

THE HUNTINGTON SCHOOL has an athletic field of approximately five acres in the Longwood section of Brookline, on Kent Street, one and one-half miles from the school building. Here are ample and excellent facilities for all out-of-door sports. A new \$25,000 field house has recently been completed which furnishes adequate facilities for both home and visiting teams. Altogether the School has one of the best athletic fields in Greater Boston. In addition to these grounds there are available at the school building four well constructed tennis courts, jumping pits, and other facilities for games and sports.

## SCHOOL BUS

A LARGE BUS seating thirty-five is used to transport the boys to the Brookline playfield.

## MORNING ASSEMBLY

THREE TIMES each week all students assemble in Bates Hall for the purpose of taking part in a brief devotional program. At this time matters of general interest in the school life are presented to the students.

The School is non-sectarian but thoroughly Christian in the conduct of all its religious activities. Occasionally at this time educational talks of value are presented, and special programs are given by the boys, such as rallies, concerts, short plays, and speaking programs in observance of the holidays.

### LUNCH ROOM

A LARGE LUNCH ROOM is provided in the building. A satisfactory lunch may be had at a moderate cost.

### SENIOR AND JUNIOR SCHOOLS

THE STUDENT body in the School is divided into two principal groups, namely, the Senior and Junior Schools. There are five forms in all.

The Junior School group is divided into two forms (corresponding to the eighth grade and first year high school); the Senior School consists of three forms corresponding to the last three years previous to college entrance.

Subjects are taught with a view to the student's *progressive development* and it is desirable for him to take, if possible, the entire course offered. Numbers accepted in the special courses and the class to be graduated are necessarily limited.

### NEW ENGLAND ASSOCIATION OF COLLEGES AND SECONDARY SCHOOLS

THE PURPOSE of this organization is "the advancement of the cause of liberal education by the promotion of interests common to colleges and secondary schools".

The Huntington School is a member of this Association.

### DECISION ON TYPE OF COLLEGE COURSE IMPORTANT

PARENTS AND STUDENTS should understand that admission to an A.B. course in college requires that entrance credits in Latin be submitted; entrance to a B.S. course does not require Latin but credits in this subject may be submitted.

Decision as to a college is all-important. We believe that a great deal of thought should be devoted to the question,

"What College is Best for the Boy?" The Headmaster is anxious to do what he can to help in college selection and welcomes appointments with either parents or boys for the purpose of discussing this subject.

## ADMISSION REQUIREMENTS

PARENTS OR GUARDIANS who wish to enter their boys in the School should apply to the Headmaster for admission blanks.

The School requires testimonials of good moral character of all students.

It is expected that no boy will apply for admission whose conduct in other schools has brought him discredit.

Early registration results in advantage to the student as special attention to his particular needs is made possible.

A registration fee of five dollars must accompany the application. This fee is in addition to the regular tuition charge and when once paid it will not be refunded.

Boys are accepted for admission to all grades from the eighth through high school.

## ENTRANCE EXAMINATIONS

THE SCHOOL reserves the right to give entrance examinations if such a procedure seems advisable. These examinations may be oral or written; they may be in the form of psychological examinations or aptitude tests.

The policy of the School is a liberal one as far as entrance requirements are concerned. Most Huntington students are admitted because of satisfactory previous records, without examination.

## CLASSIFICATION

IN THE UPPER Forms a boy is classified according to the credits he has earned.

Boys are accepted for the First Form (eighth grade) on the basis of previous records and, if necessary, of entrance examination results.

## GRADUATION REQUIREMENTS AND CURRICULUM

STUDENTS in the Huntington School are obliged to meet certain requirements in regard to length of time in attendance, scholastic standing, and course of study, before a diploma can be awarded.

Diplomas are granted from two courses, namely, College Preparatory and General:

### COLLEGE PREPARATORY DIPLOMA

No STUDENT will be graduated with the College Preparatory Diploma unless he can produce evidence of having received either in the Huntington School, or some other accredited school, *B* grades or better in at least eight units of work. At least four units of the required eight units of *B* work must be completed in the Huntington School. This applies to all students regardless of number of years in attendance. Fifteen units are required for graduation. In the remaining seven units no grades less than *C* are acceptable. Eight units of work passed in approved college entrance examinations are accepted instead of the *B* requirement mentioned above. A unit of credit is given for each subject taken five periods a week throughout the school year or the equivalent thereof. Four years of English, however, count as three (3) units. A student must be in attendance for at least one year to receive the College Preparatory Diploma.

### GENERAL COURSE DIPLOMA

No STUDENT will be graduated with the General Course Diploma unless he can produce evidence of having received, either in the Huntington School or some other accredited school, fifteen units of credit. A unit of credit is given for each subject taken five periods a week throughout the school year or the equivalent thereof. Four years of English, however, count as three (3) units. At least eight (8) units of work must be completed in the Huntington School.

All subjects must be passed with a grade of *C* or better.

Graduates from our General Course most frequently enter Business Administration colleges and arrange their schedules on that basis. Students receiving the General Course Diploma must generally be in attendance for at least two years.

## COLLEGE ENTRANCE CREDITS

FIFTEEN UNITS of work are required by most colleges for entrance. Each year the Huntington School sends to college several students who do not graduate but who come to us for the purpose of earning sufficient units, in addition to those previously earned elsewhere, so that they can be accepted by the college of their choice.

Since promotion at Huntington is entirely by subjects, the School is in an excellent position to serve those who do not need a full program of study or who do not necessarily need to meet our graduation requirements in order to enter college.

## CURRICULUM

### CLASSICAL COURSE

COLLEGE Preparatory Course in preparation for admission to a Liberal Arts College.

*Required:*

	<i>Units</i>
College Preparatory English . . . . .	3
Algebra . . . . .	2
Plane Geometry . . . . .	1
French or German . . . . .	2
Latin . . . . .	2
Physics or Chemistry . . . . .	1
U. S. History . . . . .	1
	<hr/> 12

Language and Mathematics requirements vary somewhat for entrance to the different colleges. It is the student's responsibility to meet the requirements of the college he elects to enter.



*Elective:*

The remaining three units may be selected from the following:

	Units
European History . . . . .	1
Ancient History . . . . .	1
Trigonometry . . . . .	$\frac{1}{2}$
Solid Geometry . . . . .	$\frac{1}{2}$
French III . . . . .	1
Spanish . . . . .	2
Latin III . . . . .	1
Latin IV . . . . .	1
Chemistry (if Physics has not been previously selected) . . . . .	1

In addition, other electives may be permitted by special consent provided they are accepted by the college to which the student seeks entrance.

This course prepares for entrance to such colleges and universities as Harvard, Yale, Dartmouth, Bowdoin, Tufts, Amherst, Wesleyan, Boston University, and Princeton.

## SCIENTIFIC COURSE

COLLEGE Preparatory Course in preparation for admission to a Scientific College.

This course is for those who contemplate entrance to such institutions as Massachusetts Institute of Technology, Cornell, University of Maine, Worcester Polytechnic Institute, Tufts Engineering, Northeastern Engineering, etc.

*Required:*

	Units
College Preparatory English . . . . .	3
Algebra . . . . .	2
Plane Geometry . . . . .	1
Solid Geometry . . . . .	$\frac{1}{2}$
Trigonometry . . . . .	$\frac{1}{2}$
Physics or Chemistry . . . . .	1
U. S. History . . . . .	1
French, German, or Spanish . . . . .	2
	<hr/> 11

Language and Mathematics requirements vary somewhat for entrance to the different colleges. It is the student's responsibility to meet the requirements of the college he elects to enter.

*Elective:*

Subjects may be selected from either the Required or Elective List of the Classical Course to make up the necessary fifteen units.

### GENERAL COURSE

THE GENERAL COURSE prepares one to occupy a position in business life and also, if the right selection of subjects is made, to enter many colleges. A wide selection of subjects is possible but choice of many college preparatory subjects should be made.

*Required:*

	<i>Units</i>
College Preparatory English . . . . .	3
Algebra I . . . . .	1
U. S. History . . . . .	1
Physics, Chemistry, or Biology . . . . .	1
	<hr/> 6

*Elective:*

The remaining 9 units may be selected from the following:

	<i>Units</i>
Ancient History . . . . .	1
French, Spanish, or German . . . . .	2
Chemistry . . . . .	1
Physics . . . . .	1
European History . . . . .	1
Plane Geometry . . . . .	1
Commercial Arithmetic . . . . .	$\frac{1}{2}$
Bookkeeping . . . . .	1
Commercial Law . . . . .	$\frac{1}{2}$
Economics . . . . .	$\frac{1}{2}$
Commerce and Industry . . . . .	$\frac{1}{2}$
Civics . . . . .	$\frac{1}{2}$
Mechanical Drawing . . . . .	1

or from any college preparatory subjects offered by the School.

## SPECIAL ONE-YEAR COURSE FOR HIGH SCHOOL GRADUATES

MANY boys need an additional year of preparation before going to college; some need to strengthen their foundation before attempting college work; some need additional credits of certificate grade; and some need intensive preparation for the College Board examinations (either old or new plan). This course has been a very popular one at Huntington and much has been done for boys enrolled in it.

## TWO-YEAR PREPARATORY COURSE FOR ENTRANCE TO THE MASSACHUSETTS INSTITUTE OF TECHNOLOGY

FOR many boys a technical education offers the greatest opportunity for a successful life career. One deciding upon such a training needs, however, a thorough preparation in a field stressing mathematics, sciences, and allied subjects.

Huntington has for many years been sending boys to Massachusetts Institute of Technology and offers a special course in preparation for those who have already finished two years of high school work.

Entrance to Massachusetts Institute of Technology requires passing College Board examinations, or those set by the Institute itself, in the following subjects:

	<i>Units</i>
English.....	3
Algebra.....	2
Plane Geometry.....	1
Trigonometry.....	$\frac{1}{2}$
Solid Geometry.....	$\frac{1}{2}$
Physics.....	1
French or German—2 units of each or 3 units of one.	

The candidate must pass examinations in at least 11 units of work.

In addition, a candidate for entrance must pass an examination or present a certificate grade in History; he must

pass an examination or present a school record of passing grade in Chemistry; he must pass an examination or present a school record of passing grade in two additional electives such as Latin, Biology, an additional History, Spanish, etc. If three units of either French or German are offered, two electives must be chosen; only one elective unit is required of students who offer two units of each language.

Assuming that students entering the two-year course at Huntington have already completed at least one year of Algebra, two years of English, two years of French, and one elective (such as Ancient History), their course would be as follows:

### FIRST YEAR

English III  
French III  
Plane Geometry  
Chemistry, or if completed, U. S. History  
One additional elective

### SECOND YEAR

English IV  
Algebra II  
Solid Geometry }  
Trigonometry } 1 unit  
Physics

Neither of these schedules is too heavy for any boy capable of carrying to completion the courses at the Institute itself. In fact, one of the subjects in which a passing or certificate grade is required could be added to each schedule without making the study load exceptionally heavy.

### SPECIAL COURSE FOR ENTRANCE TO BOSTON UNIVERSITY COLLEGE OF BUSINESS ADMINISTRATION

THE SCHOOL, through arrangements with Boston University, is able to offer a course of study which includes certain general subjects of a business nature and which is accepted by the College of Business Administration Division of that Institution for credit.

## COLLEGE CERTIFICATION

THE SCHOOL is on the list of accredited schools whose certification is accepted by all New England colleges and colleges outside this area that admit by that method. Certification in single subjects is granted only to those students who maintain a record of eighty per cent or better throughout the year.

## SCHOOL POLICIES

## HOURS OF ATTENDANCE

THE SCHOOL is in session five days each week. Attendance on Saturday mornings may be required of students who need supplementary instruction, who are behind in their work, or who are called back for disciplinary reasons.

The daily hours of attendance are from 9 A.M. until 2.20 P.M., for boys in the three upper Forms (the Senior School). Recreational and extra-curricular activities are held after 2.20. Junior School boys remain until 3.45 except on Fridays, when they are dismissed at 2.20.

*The Junior School Schedule is as follows:*

9.00 — 9.15	Assembly
9.15 — 12.15	Recitations
12.15 — 12.45	Lunch
12.45 — 1.30	Recitation
1.30 — 3.00	{ Physical Training, Games, etc., at Huntington Field every day except Friday during fall and spring terms. During winter term this period is used for Play Activities in the Johnson Memorial Gymnasium and the Swimming Pool, and for Club Activities, etc.
3.00 — 3.45	
	Study Period



## EXAMINATIONS

EXAMINATIONS are held at the close of each term. Boys who fail in examinations must make up the deficiency within a reasonable time or enter a lower Form in the subjects in which they have failed.

## MARKING SYSTEM

THE FOLLOWING is the marking system used by the School:

- A 90% to 100%
- B 80% to 90%
- C 70% to 80%
- D 60% to 70% (unsatisfactory)
- F Failure
- Inc. Incomplete

A is a mark of high distinction and is given to a student whose work approaches perfection, or it may be considered as a grade representing approximately the best that may be expected of a student.

B is given for work plainly above the average. Students who are to succeed in the best colleges should be able to attain this grade consistently.

C is given for average work. The standards of the School are such that students obtaining some C grades with a majority of B grades or better may expect to succeed in many colleges and will be recommended for entrance to many institutions not requiring the passing of College Entrance Board examinations.

D is given for work that lies between passing and absolute failure. It is often given to inform the student that by slightly increased effort, he may place himself in the C group and then be in a position for even greater rewards. D does not count for diploma credit.

F indicates failure and requires repeating the subject.

Inc., meaning Incomplete, is given for work which may be ranked later as a result of make-up work or examinations.

## TESTS

THE SCHOOL recognizes the need of having its students become accustomed to frequent testing. Entrance to college often requires ability to pass difficult examinations and successful progress in college is quite likely to depend upon one's ability to meet test situations satisfactorily. The School believes that a student can overcome the fear and nervousness incidental to taking examinations by being frequently tested. Short examinations are given often in all classes.

## REPORTS

REPORTS of the boys' work are sent home monthly. Work missed for any reason is marked "incomplete" until made up, when the grade obtained in making up the work is substituted. Weekly reports will be made upon request.

## PROMOTION BY SUBJECTS

PROMOTION BY SUBJECTS rather than by classes is the ideal way to build up a good foundation for success in college. Why, for example, should a boy proceed with French II until he has mastered to a reasonably successful degree, French I?

Graduation from the Huntington School and entrance to the great majority of the colleges requires evidence that fifteen units of work have been satisfactorily completed. This is a reasonable requirement. No student could expect to succeed in college unless he is capable of meeting it.

Promotion by subjects requires a flexible schedule and a larger teaching staff than would be necessary in the usual situation. The Huntington School, realizing its responsibilities as they concern the preparation of boys for entrance to and especially for success in college, offers a schedule which can generally meet any need of those desiring college entrance credits.

## REGULATIONS

THE CO-OPERATION of all parents in the enforcement of regulations is requested. Each boy is expected to be punctual in his attendance upon every school exercise. Dismissing a student before the close of the school day interferes seriously

with the school routine and with the student's advancement. Only in case of unusual urgency should such requests be made. Outside appointments should be made at a time when they do not interfere with the school work.

When a boy is entered at the School it is understood that his attendance is controlled by the School. Absence from school except for sickness will result in inconvenience to the student.

The School does not seek to enroll students who require severe restrictions. The right is reserved by the School to dismiss any boy whose conduct, influence, industry, or progress is unsatisfactory in the judgment of the Headmaster.

### DETENTION

THE SCHOOL reserves the right to detain students after the regular hours, or on Saturday, to make up back work, or for disciplinary reasons.

## HONORS AND AWARDS

### SCHOLARSHIP HONORS

THREE GRADES of honors for scholarship are conferred each month: "Highest Honors" upon all boys who have maintained a rank of A in all courses; "Honors" upon all boys who have not received a rank lower than B in all courses; "Honorable Mention" upon all boys who have received an average of B in all courses.

### SCHOLARSHIPS

A FEW SCHOLARSHIPS are available for students of moderate means who possess exceptional ability and are otherwise acceptable to the School. Application for scholarships must be made on the regular scholarship blank.

### SCHOLARSHIP AWARDS

SCHOLARSHIP MEDALS are awarded at Commencement to the student in each Form in the School who maintains the highest rank during the year.

## THE HUNTINGTON SCHOOL HONOR SHIELD

PRESENTED annually at Commencement by vote of the faculty to the student who best has upheld the ideals of the School; and who best has served her interests during the year.

THE ALBERT WALTER SWENSON MEMORIAL  
MEDAL

ESTABLISHED in 1929 by Mrs. Swenson in memory of her husband. Mr. Swenson for nine years served the School faithfully as Head of the Modern Language Department and for two and a half years as Associate Headmaster. Awarded for excellence in French III to that student who has attended the School for at least one year.

## THE CLASS OF 1928 MEDAL

ESTABLISHED in 1928 by the graduating class of that year. Awarded at Commencement to the member of the Senior Class who excels in English.

THE RICHARD JOHN CARROLL MEMORIAL  
MEDAL

ESTABLISHED in 1928 by the parents of Richard John Carroll, a graduate of the School in 1927 and president of his class. Awarded at Commencement to the student in the Junior Class who excels in English Composition.

THE ARTHUR STANTON CARLETON MEMORIAL  
MEDAL

ESTABLISHED by the parents of Arthur Stanton Carleton in 1930, the year in which Arthur would have graduated from the Huntington School had he lived. Awarded each year to the member of the Junior School whose play, spirit, and character have best maintained the traditions of the School.

## THE ALBERT WALTER SWENSON PUBLIC SPEAKING MEDAL

ESTABLISHED in 1929 by friends of Mr. Swenson from the student body and alumni of the School. Awarded to the winner of the Public Speaking Contest held during the winter term.

## CUM LAUDE SOCIETY

THE HUNTINGTON CHAPTER of the Cum Laude Society was established in 1928. This is a national honorary society which in preparatory schools corresponds to the Phi Beta Kappa Society in colleges. Each chapter may elect to membership teachers of the school who are members of the Phi Beta Kappa Society, or any similar honorary society approved by the Board of Regents.

Each chapter may elect as members those students of the highest class in any academic course who have had an honor record up to the time of election and stand in the first fifth of the class, choosing the whole number at the end of the school year, or not more than a tenth of the class at any time during the year and the remainder at the end.

## EXTRA-CURRICULAR ACTIVITIES

THE EXTRA-CURRICULAR activities of the boys include a Glee Club; an Orchestra; a Debating Club; a Dramatic Club; a Manual Arts Club; a Literary Society; the publication of a biweekly paper, the *Huntington Record*, and a yearbook, the *Periscope*.

## PHYSICAL EDUCATION

PHYSICAL EDUCATION may be defined as the process of developing the body in the right way. The policy of physical training in the Huntington School is a broad one. We are not concerned exclusively with bodily development but rather general development. Accordingly we believe that the by-products of games and sports are of great importance. To secure the greatest benefits from a program of physical training the various squads must be under the direction of men



who because of what they are and because of their leadership provide valuable character training as a result. It is a policy of the School to employ as coaches and directors of the varied program, men who are engaged in the mental instruction of the School. The whole school program is thereby unified and the ideals of the classroom are carried to the playing field.

All students, unless excused as a result of a certificate from the family physician are expected to participate in some form of physical activity. A gymnasium class meeting twice each week is available for those not wishing to enter a definite sport.

A study which we have made seems to indicate that boys who refuse to become interested in any form of physical exercise seldom become successful students.

Play is just as much an essential part of any school program as study provided it is properly supervised. A well-balanced program of physical education invariably does much to increase efficiency in the classroom.

### PHYSICAL EXAMINATION

BEFORE A STUDENT is assigned to physical work he is given a physical examination. The examiner advises as to the kind of exercise best suited to the needs of each. All students physically able are required to take this work.

### SPORTS

MANY DIFFERENT SPORTS are offered each season, such as, during the fall term, football, track, tennis, soccer; during the winter term, track, basketball, and swimming; and during the spring term, baseball, track, and tennis. Each sport is directed by a coach who is experienced in directing athletics.

### GYMNASIUM UNIFORMS

IT HAS BEEN FOUND advisable to have a uniform suit for gymnasium classes. New pupils, therefore, are requested not to get gymnasium suits before entering. Orders are taken in the Physical Department immediately upon the opening of the School in the fall.

### MAROONS AND BLACKS

THE STUDENT BODY is divided into two groups, the Maroons and Blacks (the School colors). At the close of the fall term a very interesting track and swimming meet is held between the "Maroons" and the "Blacks".

### SOCIAL EVENTS

THE SCHOOL sponsors and supervises a well defined program of social events, namely, the Junior Promenade, the Senior Dance, the Father and Son Banquet, and the Commencement Dance.

## OUTLINE OF COURSES

## TEXTBOOKS AND COURSE CONTENT

ALL TEXTBOOKS are carefully selected; they are standard and meet the college entrance requirements. The various course contents meet in full the requirements as set by the leading colleges and universities and as outlined by the College Entrance Examination Board.

The School has a system of review previous to the College Board examinations which has proved most effective in preparing boys for these important tests.

## JUNIOR SCHOOL

STUDENTS will select, with the advice of the Headmaster, twenty hours each year from the work offered in one Form, or, if necessary, from the work offered in one or more Forms. Only the student of exceptional ability will be permitted to take more than a normal schedule of hours.

## FORM I (EIGHTH GRADE)

## ENGLISH

Fundamentals of Grammar. Oral and written composition correlated with the other school work and based upon school experiences of the pupil. Special emphasis upon the development of the sentence sense. Directed reading from a wide range of modern as well as classical writers. Preliminary diagnostic tests with individual work based upon the results of the tests.

## MATHEMATICS

A comprehensive review of arithmetic. Emphasis upon rapid and accurate computation and analysis of problems and formulae and their applications. A thorough preparation for more advanced mathematics.

**SOCIAL STUDIES**    The social studies are so correlated as to contribute towards the understanding and the intelligent solution of contemporary social and industrial problems. Their limits as well defined fields of knowledge are recognized, but through the problem and the topic method subject matter boundaries are frequently ignored. The content material of the essentials of Geography, Elementary United States History and Civics are covered not as three courses but rather as a correlated program of social studies.

**SCIENCE**            The chief topics are "The use of machines and electricity in every day life," "The earth and its relation to the other astronomical bodies," "The earth's crust," and "Life on the earth". A considerable amount of time is spent in the laboratory working out simple experiments.

**MECHANICAL  
DRAWING AND  
MANUAL ARTS**      The elementary course in Mechanical Drawing includes attention to geometrical construction, lettering and the drawing of simple objects. The Manual Arts work is done through the Manual Arts Club. Various objects of interest to the boys are constructed.

## FORM II (FOURTH YEAR FROM COLLEGE)

**ENGLISH**            Drill in grammar, punctuation, and spelling. Complete study of the sentence. Study of elementary composition. Special attention to the development of good taste in reading. Class study of *Ivanhoe*, *Ancient Mariner*, selected lyric poems and short stories. Individual reading of at least four books selected from the College Board List.

MATHEMATICS	Algebra and introduction to Geometry. The fundamental operations are thoroughly covered and in addition, stress is laid on a sound preparation for the college preparatory courses in Algebra and Plane Geometry.
FRENCH	A study of grammar; reading of easy French, composition and conversation.
LATIN	In the Latin I course an effort is made to master such vocabulary, inflections and syntax as seems necessary as a foundation for college preparatory work in the subject. Much time is devoted to reading and writing simple prose and in establishing the proper relation between Latin and English words. Boys who have a competent knowledge of English grammar attain the best success in this Latin course.
SPANISH	A beginner's course which, although designed primarily for the student who will continue through a second year, will give a practical foundation of grammar enabling one to continue the language for his own pleasure. Pronunciation, dictation, reading of simple prose, oral practice.
ANCIENT HISTORY	Brief view of the Eastern nations, with emphasis on their civilization. History of Greece to the disintegration of Alexander's empire, with special attention to political, intellectual and artistic development. History of Rome to the death of Charlemagne, emphasizing the development of the Roman legal system and the Christian Church.
MECHANICAL DRAWING	Lettering, geometrical problems, orthographic projection.



## SENIOR SCHOOL

## FORM III (THIRD YEAR FROM COLLEGE)

ENGLISH	Continuation of the work of Form II in grammar, punctuation, and spelling. Composition and memory work. Class study of <i>The Merchant of Venice</i> , <i>Ivanhoe</i> , <i>Adventures in Science</i> , <i>Moby Dick</i> , and <i>Treasure Island</i> . Individual reading of at least four books from the College Entrance Board List.
MATHEMATICS	The five books of Plane Geometry according to accepted standards. Emphasis on original proofs and practical applications. The course covers the College Board requirements.
LATIN	Careful translation of four books of Caesar's Gallic War or an equal amount from approved authors, sight reading from Caesar, Nepos, Tacitus, or Pliny. Systematic study of grammar and Latin Composition. Prepares for Cp. 2 (Two-Year) Latin College Board Examination.
FRENCH	Continuation of the formal study of grammar and irregular verbs. Composition and translation of increasing difficulty. Conversational French. Preparation for Elementary French examination of the College Board.
SPANISH	A thorough review of first year Spanish with more advanced work in grammar and composition. Careful translation of from 200 to 250 pages from leading writers. Further practice in conversational Spanish. This course prepares for the Elementary Spanish examination of the College Board.

ANCIENT  
HISTORY

Brief view of the Eastern nations, with emphasis on their civilization. History of Greece to the disintegration of Alexander's empire, with special attention to political, intellectual and artistic development. History of Rome to the death of Charlemagne, emphasizing the development of the Roman legal system and the Christian Church.

## ELECTIVES

Certain electives are open to students at this point who do not plan to continue their education beyond the secondary school stage or are preparing for a higher institution whose entrance requirements do not conform to those of the traditional institution.

## FORM IV (SECOND YEAR FROM COLLEGE)

## ENGLISH

Continued study of rhetoric and composition. Memory work and extemporaneous speaking. Spelling drill. General survey of the literature of the eighteenth century. Individual reading of at least six books from the College Entrance Board list. Class study of Modern Essays, The Golden Treasury, Modern Poetry, two plays of Shakespeare, a modern novel, Short Stories, and a modern play.

## MATHEMATICS

Review of Elementary Algebra with more difficult problems. Simultaneous quadratic equations with applications, variables, progressions, the binomial theorem, logarithms and the trigonometry requirements of the College Entrance Examination Board. This course prepares for the Elementary Algebra examination and is valued at two units for college entrance.

LATIN	Study of Cicero's <i>Citizenship of Archias</i> , <i>Manilian Law</i> , and the four orations against Catiline. Sight reading of selections from other works of Cicero. Continued study of composition and grammar. Prepares for Cp. 3 (Three-Year) Latin examination.
FRENCH	Continued study of grammar and composition. Review of irregular verbs. Extensive reading from French classics. Dictation exercises and the writing of original abstracts. Special work for College Board examinations.
GERMAN	A beginner's course. Drill in pronunciation and the rudiments of grammar. Exercises to fix in mind the forms and to cultivate readiness in translation. Reading of easy German.
SPANISH	Spanish courses offered in Form II and in Form III are open to students of this Form.
EUROPEAN HISTORY	College Preparatory course in European History from the beginning of the 17th century to the present time, noting especially leading characters with their influence upon their times, and the development of democratic, economic, and political problems, and map study.
SCIENCE	A standard college preparatory course in Chemistry. Lectures, recitations, laboratory experiments with reference to practical applications of Chemistry in everyday science and industry.
ELECTIVES	Certain electives are open to students who do not plan to continue their education beyond the secondary school stage or are pre-

paring for a higher institution whose entrance requirements do not conform to those of the traditional institution. These are Mechanical Drawing, Bookkeeping, Economics, Commercial Law, and Commerce and Industry.

#### FORM V (SENIOR CLASS)

##### ENGLISH

Oral and written composition. General survey of English literature from Shakespeare to the present day. A detailed study of the literary types. A careful study, extending through the year, of classics selected by the College Entrance Board, and of modern literature.

##### MATHEMATICS

Solid Geometry. The standard content of the four books of Solid Geometry. Plane Trigonometry. The college entrance requirements in the subject are covered. Review Mathematics. This is a review course in Algebra and Plane Geometry for those contemplating taking the College Board examinations or for those seeking certification in these subjects.

##### LATIN

Careful reading of the required amount from the works of Virgil and Ovid. Critical study of the prescribed reading. Sight reading and appreciation of style. Continued study of grammar and historical background. Prepares for Cp. 4 (Four-Year) Latin College Board examination.

##### FRENCH

Continued study of grammar and composition. Review of irregular verbs. Extensive reading from French classics. Dictation exercises and the writing of original abstracts. Special work for College Board examinations.

SPANISH	Spanish courses offered in Forms II and III are open to students in this Form.
GERMAN	Continued drill in grammar and syntax. Exercises in writing German from texts and dictation. Reading of German prose and poetry. Preparation for Elementary German examination of the College Board.
AMERICAN HISTORY	College Preparatory course giving particular reference to leading personalities, economic, democratic, political and social development, and map study.
SCIENCE	The standard college preparatory course in Physics, dealing with the phenomena of mechanics, heat, electricity, sound, and light. Lectures, recitations and sufficient laboratory experiments to meet the college entrance requirements. Mathematical problems and discussion of practical applications.
ELECTIVES	Certain electives are open to students who do not plan to continue their education beyond the secondary school stage or are preparing for a higher institution whose entrance requirements do not conform to those of the traditional institution. These are Mechanical Drawing, Bookkeeping, Economics, Commercial Law, and Commerce and Industry.

### GENERAL COURSE

AS EXPLAINED under GRADUATION REQUIREMENTS certain elections may be made that will count for graduation in the General Course other than those required for graduation from college. Such elective subjects are outlined below:



ECONOMICS	A study of the principles outlining modern business and industrial conditions. Present day problems including transportation, public ownership and control, and taxation.
COMMERCIAL LAW	The principles of business law, including contracts, sales, negotiable instruments, agency, partnerships and corporations.
BOOKKEEPING	The elementary principles of double-entry bookkeeping, short exercises in recording business transactions, in taking trial balances and closing the books; carefully prepared sets which illustrate modern book-keeping practices.
BUSINESS ARITHMETIC	Problems in arithmetic sufficient to meet the needs of the student in elementary bookkeeping; especial attention paid to percentage, interest, bank discount, and commission. Rapid calculation.
COMMERCE AND INDUSTRY	A study of the industries and natural resources of the United States, Canada, Mexico, and South America. Oral and written reports on present day commercial conditions as reflected in the current magazines and daily press.
PENMANSHIP	A series of exercises and drill for the mastery of muscular movement; instruction in position, speed, and form. Drill on figures, business signs, and symbols.
SPELLING	. . . . .

## FINANCIAL

THE TUITION RATE in the Huntington School for all students is \$425 for the school year.

The tuition fees are payable in advance; three-fifths at the date of entrance, and two-fifths on or before January 1. Students entering before November 15 are charged from the beginning of the school year.

REGISTRATION FEE	A registration fee of \$5 is due from all new students when a place is reserved. When once paid, it will not be refunded. When an applicant enrolls in the School, it is understood, unless otherwise specified, that he enrolls for the entire year.
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BOOKS AND SUPPLIES	All students buy their own books and supplies. This material can be purchased from the bookstore located in the building.
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PUBLIC SPEAKING	All students enrolled in the Public Speaking Course (20 lessons) are charged a fee of \$3.
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MANUAL TRAINING	The fee for students who take manual training is \$5 per year, to cover cost of supplies.
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CHEMISTRY PHYSICS	A laboratory fee of \$10 is charged all students taking either Chemistry or Physics.
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RECORD AND PERISCOPE	All students pay a fee of \$5 for the biweekly paper, the <i>Record</i> , and the student annual, the <i>Periscope</i> .
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GRADUATION	All students graduated from the School are charged a graduation fee of \$10, which covers the cost of diploma and expenses incidental to graduation.
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All financial obligations to the School must be met before a diploma can be awarded or credit given for work completed in the School.

DRAWING  
INSTRUMENTS

To save the student a cost of \$20 for drawing instruments and supplementary equipment the School will rent complete sets for \$5 per year.

STUDENTS'  
TICKETS

Students who live in suburban towns can secure railroad tickets at greatly reduced rates by applying at the office of the railroad. Students of the School are permitted to ride on the Boston Elevated on payment of one-half fare.

### REFUNDS

THE SCHOOL assumes the obligation of carrying the student throughout the year.

Instruction and accommodations are provided on a yearly basis; therefore no refunds are granted except in cases where students are compelled to withdraw on account of personal illness.

### REFERENCES

APPLICANTS for admission to the Huntington School must furnish the names of two persons, not relatives, who are able to vouch for the character and ability of the student and the financial responsibility of the parent.

The School is always pleased to refer those who inquire to parents, alumni, or educators, who are thoroughly familiar with the work of the School. Names and addresses will be furnished upon request.

Most of our students come to us through the recommendation of former students and their parents and of college deans.

## HUNTINGTON SUMMER SCHOOL

EACH year, the School conducts a summer session beginning about the first of July and continuing for nine weeks.

The aim of the School is to provide tutoring and class instruction for those who are conditioned in grammar school, high school or college entrance subjects; for those who wish to complete a four-year high school course in three years; and for those who wish to make special preparation for entrance examinations to New England colleges.

The program of work includes all the courses accepted for admission by colleges, together with work usually given in the seventh and eighth grades.

The teaching force is made up of the men of the regular school faculty.

The summer session is co-educational; the regular session is not.

The Huntington Summer School was established in 1912 and since that time has prepared a large number of students for entrance to the New England colleges and others outside this area.

The class sections are small. The program of work is so arranged that a year's work in any course, as ordinarily counted by high schools, is completed during the Summer Session. Students who elect work which they have not before attempted usually pursue only one or two courses. Those who are reviewing are limited only to the amount of work that they can do well.

## CHARGES

THE RATE of tuition for one subject is \$50, for two subjects \$100, and for each additional subject \$25. Tuition is not refunded because of withdrawal or change of schedule. The laboratory fee for Chemistry is \$10 to cover breakage and materials. Students enrolled in the Physics course are required to pay a laboratory fee of \$5.

Each student pays a registration fee of \$5 in addition to the above charges. Fees are not refunded in case of withdrawal. All fees are in addition to the regular tuition charge.

Three-fifths of the tuition is due upon entrance, plus the registration fee. The balance, including laboratory fees, is due at the middle of the term.

A special circular of this School will be forwarded upon request.



## HUNTINGTON ALUMNI

HUNTINGTON, although a comparatively young school, has an alumni group numbering about seven hundred. Most of these young men have graduated from college or are still in college; the remainder having gone directly into business.

The School is proud of its alumni, not only for the satisfactory records which they are making as individuals but for the support which they are giving to the School.

A large percentage of our students come to us through alumni recommendation.

There is an active alumni association. Each year an alumni banquet is held. The present officers are:

WENTWORTH JOHNSON MARLING (1916), *President*

DR. WILLIAM ABORN SPINNEY (1923), *Vice-President*

ALBERT STANLEY CUSHING (1915), *Secretary*

CHARLES WILLIAM TUCKER (1917), *Treasurer*

## THE ALUMNI FUND

EVERY SCHOOL needs alumni support, both financial and otherwise. Each year many of those who have attended the School contribute to the "alumni fund". At the present time any money available from this fund is used for scholarships for capable and deserving boys who need financial assistance. Those who are directing the School will greatly appreciate any contribution that alumni and friends of the School care to make. Contributions may be sent to the treasurer of the Alumni Association and addressed to the school office.

GEOGRAPHICAL DISTRIBUTION  
OF STUDENTS

DURING the year 1930-31, students were enrolled in the Huntington School from the towns and cities listed below:

Allston	Hyde Park	Plainville
Amherst	Ipswich	Portland, Maine
Andover	Jamaica Plain	Reading
Arlington	Laconia, N. H.	Revere
Attleboro	Lawrence	Rockport
Bath, Maine	Lexington	Roslindale
Belmont	Lowell	Roxbury
Beverly	Ludlow	Sharon
Boston	Lynn	Somerville
Braintree	Lynnfield	South Boston
Brattleboro, Vt.	Malden	Stoneham
Brighton	Mattapan	Taunton
Brookline	Medford	Waban
Cambridge	Melrose	Wakefield
Canton	Methuen	Waltham
Charlestown	Milford	Watertown
Chelsea	Milton	Wayland
Concord	Natick	Wellesley
Dedham	Needham	West Roxbury
Dorchester	New Bedford	Westwood
Duxbury	Newburyport	Weymouth
East Boston	Newton	Winchester
Everett	New York City	Windham, N. H.
Framingham	North Abington	Winthrop
Hartford, Conn.	Norwood	Woburn
Hingham	Pawtucket, R. I.	Wollaston
Holliston	Pittsfield	

## COLLEGES WHICH HUNTINGTON GRADUATES HAVE ENTERED

HUNTINGTON sends approximately sixty boys to college each year. During the past five years, graduates of the School have entered the following institutions of learning:

Allegheny College  
Amherst College  
Bates College  
Boston College  
Boston University  
Bowdoin College  
Brown University  
Clark University  
Colby College  
Colgate University  
Columbia University  
Cornell University  
Dartmouth College  
DePauw University  
Duke University  
Fordham University  
Georgetown University  
Harvard University  
Holy Cross College  
Lafayette College  
Lowell Textile Institute  
Mass. Agricultural College

Mass. College of Pharmacy  
Mass. Institute of Technology  
Middlebury College  
Northeastern University  
Norwich University  
Princeton University  
Purdue University  
Trinity College  
Tufts College  
U. S. Military Academy  
U. S. Naval Academy  
University of Kentucky  
University of Maine  
University of Michigan  
University of New Hampshire  
University of Pennsylvania  
University of Vermont  
Washington & Lee University  
Wesleyan University  
Worcester Polytechnic Institute  
Yale University















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